Proposal 1

APPENDIX A: TIER II GRANT PROPOSAL (Grants $25,000 to $150,000)
SOLICITATION NO. RGP-DCS-GIA2026

Instructions: The proposal below must be completed in full. Responses must be provided in the fillable boxes provided. Where annotated, the fillable boxes have predetermined maximum limits on character counts. Letters, numbers, punctuation marks, and spaces are included in the character count limits.

SECTION I
SUMMARY

A. Grantee Legal Name:	808 Cleanups
B. Is Grantee a Fiscal Sponsor?	☐ Yes ☒ No
C. Grant Activity Name:	Pili Kākou: Together in Stewardship

D. Briefly describe the Grantee's background, history (including year established), and mission. *(400 character count limit)*

Established in March of 2014, 808 Cleanups began as a group of friends cleaning up a popular hiking trail. Determined to have clean and safe spaces to enjoy the group became an environmental restoration 501(c)(3) in March of 2015. Our mission is cleanup and restoration projects mauka to makai that involve education for cultural stewardship. Our team uses a decentralized approach to prioritize direct program funding while avoiding overhead costs like an office space.

E. Briefly describe the Grant Activity and public need being filled. *(400 character count limit)*

808 Cleanups addresses environmental degradation and community deterioration by lifting up the whole community, keiki to kūpuna in education and stewardship. Weekly events, education outreach, and our Adopt-a-Site program keep spaces safer, cleaner, and greener. Volunteers learn community resilience, removing invasive species, debris, and graffiti tags and producing measurable results.

F. Briefly summarize Grant Activity outcomes and measures of success, including number and description of those served. *(400 character count limit)*

808 Cleanups will complete at least 2 Youth Leadership Sessions per City Council District, 72 Hawaiian Cultural Practice Sessions, 1 Obscure Zone Cleanup per City Council District. 20 minimum monthly event cleanups, and 32 minimum monthly Adopt-a-Site cleanups. We will remove at least 80,000 lbs. of rubbish and facilitate at least 7,000 volunteer engagements.

G. Council District
Check all districts that will benefit from the Grant Activity. Provide the amount requested per district. Amounts must be in whole numbers only.

☒ District 1 $25,000.00	☒ District 2 $24,000.00	☒ District 3 $22,000.00
☒ District 4 $24,000.00	☒ District 5 $11,000.00	☒ District 6 $11,000.00
☒ District 7 $11,000.00	☒ District 8 $11,000.00	☒ District 9 $11,000.00

Total Amount Requested (must be $25,000 to $150,000)	$150,000.00

H. Type of Grant Activity (pick ONE category that best reflects the Grant Activity):		
1. Public Services: Projects in this category will support qualified public services and programs for the target populations deemed by the CITY to be most vulnerable.		
☐ A. Public Service – Seniors	☐ B. Public Service - Children	☐ C. Public Service - Disabilities
☐ D. Public Service – Homeless	☐ E. Public Service – Domestic Violence	☐ F. Public Service – Substance Abuse
☐ G. Public Service – Mental Health	☐ H. Public Service – Other (describe):	
2. Arts, Culture, Community/Economic Development, and the Environment: Projects in this category will support the sustainable improvement in the well-being and quality of life of local communities, especially low- to moderate income areas.		
☐ A. Arts	☐ B. Culture	☐ C. Community Development
☐ D. Economic Development	☒ E. Environment	

GRANTEE'S CERTIFICATION AND SIGNATURE

The undersigned, subject to personal liability and penalty under applicable law, certifies that he or she: (i) is authorized to sign this Grant Proposal; (ii) personally prepared or reviewed the matters found in this Grant Proposal (including any related documents/attachments); (iii) asserts all statements made in this Grant Proposal (including all attachments) are true, accurate and complete; (iv) has the requisite skills and knowledge to assert the foregoing certification; and (v) has complied and shall continue to comply with all applicable requirements of Chapter 6, Article 29 of the Revised Ordinances of Honolulu 2021, as amended (Link), regarding private organizations receiving grants of public funds from the City and County of Honolulu.

Signature of Grantee (Fiscal Sponsor) Officer

Printed Name and Title: Michael Loftin, Executive Director

21 Nov 2024

Date

CERTIFICATE OF THE BOARD OF DIRECTORS NO OBLIGATIONS IN ARREARS

The undersigned of the Board ("Grantee") hereby certifies that the Grantee or any principal of the Grantee or sponsored organization (where the Grantee is a Fiscal Sponsor) is not in arrears on any financial or other obligation owed to the City & County of Honolulu, a municipal corporation of the State of Hawaii.

(Signature)

Wayde Fishman
(Print name)

CERTIFICATE OF THE BOARD OF DIRECTORS AUTHORIZATION TO ASSIGN AUTHORITY

The undersigned of the Board ("Grantee") hereby certifies that Michael Loftin (name), Executive Director (title), has been authorized by the Board of Directors to sign proposals, contracts, and related documents on behalf of the Grantee. Accordingly, I hereby assign the authority by the Board to execute proposals, contracts, and contract amendments on behalf of the Grantee, and further certify that the assigned is given the power and authority to do all things necessary to implement, maintain, amend, or renew such contracts, including but not limited to the delegation of signing authority to another employee of the Grantee.

(Signature)

Wayde Fishman
(Print name)

STATE OF HAWAII)
CITY AND COUNTY OF HONOLULU)

On this 21 day of November, 2024, before me appeared Wayde Fishman, personally known to me, who, being by me duly sworn, did say that he/she is the ~~Executive Director~~ President of 808 Clean Ups and that the corporation has no corporate seal, and that said instrument was signed in behalf of said corporation by authority of its Board of Directors, and said he acknowledged said instrument to be the free act and deed of said corporation.

Cody W. M. Hirose
Notary Public, State of Hawaii
My Commission Expires:
July 22, 2026

Notary Public, State of Hawaii

My Commission expires: _____

CODY W. M HIROSE NOTARY PUBLIC Comm. No. 18-422 STATE OF HAWAII

CODY W. M HIROSE NOTARY PUBLIC Comm. No. 18-422 STATE OF HAWAII

Doc. Date: 11/21/2024 # Pages 3
Name: Cody W.M Hirose First Circuit
Doc. Description: Appendix A: Tier II Grant Proposal

Signature 11/21/2024 Date

NOTARY CERTIFICATION

SECTION II
GRANT ACTIVITY INFORMATION

A. Describe how the community need, stated problem/issue, and target population are effectively validated. The description must include how the public services' target population is vulnerable or how the arts, culture, community/economic development, or environmental activities will especially support low- to moderate-income areas.

1. Provide substantive data and other qualifying information to demonstrate how the problem/issue impacts the target population and is a community priority that needs to be addressed. *(5,000 character count limit)*

Throughout the Hawaiian Islands, communities need safe, clean public spaces to enjoy. On Oʻahu, particularly in low-income areas, public spaces are becoming dumping grounds, overrun with invasive species, and unsafe. These spaces are vital for community health, as they offer a connection to nature. Cities with more parks are healthier, but pollution and hazards make parks inaccessible. Kaiwi Shoreline and Kaloko Inlet on East Oʻahu showcase 808 Cleanups committment to long-term restoration. The Shoreline is cleaner than ever with organized cleanups and outreach walks led by our staff, providing education to lessen the impact of dumping and illegal bonfires. Further protection is then provided for the critically endangered Hawaiian Yellow-Faced Bee.

When we protect community health, we also protect native species who face extinction from human degradation and invasive species. Volunteers report positive impacts on both physical and mental health through restoration work. On Leeward Oʻahu, 808 Cleanups partners with City Parks to clear litter, graffiti, and invasive species at Nimitz Beach, creating a safer space for families. Community feedback shows the beach looks the best it has in years.

Besides the impact on community health, the restoration work 808 Cleanups engages in will have a positive impact on climate resilience. Heat exposure is the leading cause of death due to the effects of climate change, and even those that are not feeling this right now will soon. By restoring tree canopies and providing shaded spaces, the organization helps cool vulnerable communities during heat waves. 808 Cleanups commits to climate resilience by attempting to protect existing tree canopy and build new canopies of native plants that will diversify space sustainably. At Puʻu o Kaimuki Park in town, overgrown with invasive species and litter, 808 Cleanups has restored native trees, removed invasive species, and created a gathering space. This site is also home to the first community-built art mural, led by Solomon Enos, and features traditional dry-stack stone walls.

808 Cleanups addresses community space degradation including public parks and cultural sites by engaging volunteers in place-based education and restoration work. By building community skills these programs ensure that needs of the community can be addressed in the long-term as it is handled through collective action. 808 Cleanups completes this mission by organizing restoration events, educational sessions, and powering an Adopt-a-Site program. In 2024 thus far, we have removed 81,631 lbs. of trash, 295 graffiti tags, 2,575 lbs. of marine debris, 142 lbs. of lead weights, 76 syringes, and have cleared 223,529 sq. ft of invasive species. Our work in 2024 shows growth in our organization structure which has allowed us to continue to engage with a high volume of volunteers more frequently and give them more resources for education. Our site stewardship continues to grow as we get involved with more entities and opportunities for restoration. Our sites continue to progress in goals of biocultural restoration and our continued presence makes for cleaner spaces that are continuing to fill with more people enjoying space again. Our efforts to restore and revitalize Hawaiian culture practices of stewardship including but not limited to oli, pule, kilo, and uhau

humu pōhaku (traditional dry-stack masonry). 1,358 cu. ft. of stone walls have been purposefully stacked this year at our sites via uhau humu pōhaku by students of the practice. Cultural Practice Sessions will be increased at our sites employing focused learning of cultural stewardship protocols and practices in a group before. Through Youth learning sessions in 2024 already 808 Cleanups has led keiki in field projects at Kalaeloa Campground and Kaloko Inlet, helping students to learn about environmental pollution and restoration in a hands-on way. The majority of our cleanups are directly on City beach parks, recreation parks, and roadways. 808 Cleanups also works with the City and County Botanical Gardens, focusing on the Liliuokalani Botanical Garden which became a hotspot for dumping. In addition, a high volume of our cleanups are conducted through our Adopt-A-Site Program, where volunteers take initiative and start their own cleanups and address high-need areas on their own schedule. Our free 808 Cleanups mobile app gives volunteers freedom to track and post about their own activities and track work. 808 Cleanups supports volunteers of all income levels, providing all cleanup supplies and safety gear including bright orange volunteer shirts so volunteers have everything they need to pursue a passion and enthusiasm to address their own priority areas. Volunteers are willing to show up to take action to fight the degradation in their communities and 808 Cleanups hopes to continue to lead, inspiring youth for positive action and restoring hope and pride in the island‘s natural landscape.

B. Describe the proposed plan

1. Provide a description of the Grant Activity. This description will be used as the scope of services in the contract. Describe why you chose this Grant Activity and how it will effectively address the community’s problem / need. *(3,000 character count limit)*

The Grant Activity focuses on Biocultural Restoration of public space by providing partial funding to three direct staff persons who provide management for our direct services. This grant will be used to support our established work with proven results and help us expand work through our recently added Project Coordinator Position and more events coordinated with the City system of Botanical Gardens. The Executive Director and Director of Community Outreach work full-time on direct support for 808 Cleanups services and the Project Coordinator will work part-time each week to support the coordination and facilitation of volunteer event operations. Our goal for volunteer engagements for the grant period is 7,000 people. Our unique deliverables for each council district include 2 Youth Leadership Sessions and 1 Obscure Zone Cleanup per district. The Youth Leadership Sessions include field trips with schools, classroom instruction, and educational outreach for students and youth at Group Cleanup sites. The Obscure Zone Cleanup focuses on restoring neglected areas and doing site cleanup and hauling waste to proper disposal sites. Our staff will lead a minimum of 72 Hawaiian Cultural Practice Sessions aiming to teach volunteers with oli, pule, and uhau humu pōhaku, practices essential to developing our relationships to space and place here on the Hawaiian islands. We aim to have 20 event cleanups per month and 32 Adopt-a-Site Cleanups per month during the grant period. Programming that is accessible for all age groups, physical abilities, and geographic locations, helps to make sure all City and County residents benefit. Our app-powered Adopt-a-Site Program continues to flourish, operating through 2020 until present due to strong community support for our restoration. With this, many City spaces are cared for by individual volunteers once they are able to access resources and tools through 808 Cleanups. We know our grant activities have coincided with downward trends in graffiti tagging, illegal pallet bonfires, and littering at many sites. Quick removal and nighttime outreach walks provide for long-term solutions and show just how receptive communities are to learning how to better steward space. We have learned through volunteer testimonials through our events, social media, and on our App that volunteers are benefiting physically and mentally through 808 Cleanups work and they are

empowered to inspire more people to join the cause.

Rising community expectations and needs are pushing us to move into long-term solutions for climate resilience and shift our programs to prioritize biocultural restoration. By approaching ecosystem restoration in a community-based manner, we are able to address the wide variety of community needs for environmental restoration, physical health, climate resilience, cultural reconnection, and more. Our decentralized organization structure allows us to shift priorities and goals as new and evolving community needs arise.

2. Provide measurable outcomes, describe how outcomes are aligned with the purposes and priorities of the Grants in Aid Fund, and describe how outcomes directly benefit the target population. *(3,000 character count limit)*

Public Services should begin with a statement of the number of individuals that the Grant Activity will directly benefit during the Grant Term.

Arts, Culture, Community/Economic Development or Environment should begin with a statement as to how the Grant Activity supports the sustainable improvement in the well-being and quality of life of local communities, especially low to moderate income areas.

808 Cleanups has made it their mission over a decade to support sustainable improvement in the well-being and quality of life of local communities through cleaning up public space and restoring native flora and fauna. Many of these public areas, once neglected and polluted, can again serve community when cleaned and restored. These efforts help sites become more resilient to climate impacts and preserve valuable cultural resources.

Our measurable outcomes follow:
Cleanup Events: Weekly events are organized to remove at least 80,000 pounds of waste annually. During this grant period, we aim to hold 20 cleanup events per month, improving access to cleaner, safer public spaces and supporting public health. These events are open to everyone, with a focus on youth and families.

Hawaiian Cultural Practice Sessions: This program supports cultural revitalization by offering weekly sessions in traditional Hawaiian practices including oli (chanting), ʻOlelo Hawaiʻi (language), kilo (observation), and uhau humu pōhaku (traditional dry-stack masonry). These sessions offer educational value but most importantly create opportunities for individuals to reconnect with their cultural heritage, fostering pride and a sense of belonging. We aim to increase sessions to at least 6 per month, reaching all ages and encouraging the preservation and passing on of traditions.

Adopt-a-Site: This program empowers local residents and groups to take responsibility for maintaining public spaces. In the next grant period, we aim for 32 cleanups per month, strengthening sustainability and building community resilience through active participation.

Obscure Zone Cleanup: This program targets neglected areas, such as parks and roadways that have become dumping grounds. We aim to conduct at least 1 cleanup per City Council district to ensure that every district benefits from cleaner, safer spaces.

Youth Leadership Sessions: This program trains youth to become environmental leaders in their schools and communities. Through site visits, school outreach, and educational materials at weekly cleanups, students gain leadership, organizational, and advocacy skills. We aim to hold 2 Youth Leadership Sessions per City Council District.

The outcomes of these programs align with the purpose of the City Grant in Aid by improving public spaces long-term, promoting cultural preservation, and enhancing environmental stewardship, particularly in low to moderate income communities. Our cleanup activities improve health and safety, while cultural programs ensure the sustainability of local traditions. Our focus on obscure zone cleanups targets underserved areas, giving attention to neglected spaces in low-income areas. By creating cleaner, safer spaces and fostering cultural connections, 808 Cleanups enhances quality of life for those with limited access to environmental education and revitalization resources. These efforts aim to create a lasting positive impact on both the environment and the community.

3. Provide an action plan to achieve the stated measurable outcomes. If the Grant Activity involves a partnership, provide a description of each partner's role. Must include measurable milestones, specific events, or other performance measures appropriate to achieving the outcomes. *(3,000 character count limit)*

Cleanup Events: The outcome of 20 cleanup events per month across O'ahu will be facilitated by the Executive Director, Director of Community Outreach, and Project Coordinator. Direct support staff will coordinate logistics, provide necessary tools and safety gear, and work with administrative staff (App Developer/Marketing Manager) to make sure that the community can access event information. Event statistics will be tracked via Mobile App.

Hawaiian Cultural Practice Sessions: 6 Hawaiian Cultural Practice Sessions will be facilitated by the Director of Community Outreach and Project Coordinator each month. Hawaiian Cultural Practice Session facilitation and planning will be informed by our Director of Community Outreach, Kimeona Kane, an experienced cultural practitioner and the topic of learning will vary week to week. The introduction of these practices has provided a great level of connectivity. Students are given an opportunity to learn in a small group things they may not otherwise have access to. The curriculum will evolve based on group feedback, aiming to integrate practices into daily life. Progress will be measured through attendance and qualitative feedback to ensure cultural relevance and impact.

Adopt-a-Site: The outcome of 32 Cleanups per month with our Adopt-a-Site Program will be facilitated by the Executive Director who will work with the App Developer. Participants can plan and report their cleanups using the 808 Cleanups mobile app and can organize with our Executive Director or Director of Community Outreach to access tools and safety gear to conduct their own cleanups. Performance will be measured by the number of cleanups completed and any community feedback on the program which is recorded on the mobile app.

Obscure Zone Cleanup: The measurable outcome of cleaning 9 obscure zones across O'ahu—one per City Council District—will be facilitated by the Executive Director, Director of Community Outreach, and Project Coordinator. Staff will prioritize and begin cleaning zones by January 2026. Waste removal will be tracked by the number of zones cleaned and the volume of waste removed. All debris removed will be hauled to the proper processing facilities.

Youth Leadership Sessions: Our outcome of 18 Youth Leadership Sessions - 2 per City Council District - is facilitated by all direct support staff. This outcome is made more possible by expanding the program to include the implementation of educational sessions for Youth within weekly cleanup events. Making education for Youth at our events a high priority ensures that we not only meet our Youth Leadership goals but are able to continue to expand

them. The Executive Director and Director of Community Outreach will reach out to schools in order to schedule and sessions will begin by January 2026.

4. Provide a budget narrative that explains how the budget in Section III will achieve the desired outcomes. (*3,000 character count limit)*

Our three direct support staff members, supported by the budget, perform and oversee fieldwork directly and indirectly. They conduct weekly direct leadership of cleanup events and support Adopt-a-Site volunteers in whatever capacity is necessary at any given time. Staff are available on short notice 7 days a week, 365 days a year to work alongside volunteers supporting community stewardship. These events held every week account for litter and graffiti removal, native plant restoration, Hawaiian cultural site restoration, and our different programs for educational outreach. With a small number of direct staff and little overhead costs there is an unprecedented opportunity for environmental support offered by 808 Cleanups.

Our Executive Director and Director of Community Outreach operate in the field hauling supplies and hauling trash off-site and all administrative operations are completed without a central office space saving huge costs.

Both the Executive Director and Director of Community Outreach operate full-time as direct support positions. To fit costs into $150,000 total, only about 7-8 months of full-time pay for Executive Director and Director of Community Outreach salaries for year are supported by City funding.

Our Project Coordinator has a monthly salary reflected in direct support field work and administrative work, but no administrative work will be covered by this grant, only part-time field work reflected in the form of 3 full-time months of pay. All City GIA funding will go towards direct/in-field support salaries. The amount we are requesting will contribute to partially funding these three direct support positions, the FICA, SUI, and medical insurance for only our Executive Director and Director of Community Outreach and costs for large-scale hauling to complete our Obscure Zone deliverables. For large scale hauling we list Aloha Junkman as our contracted service. Our goal is to remain as an operating organization with minimum staff and make other innovations to ensure that our costs remain at a minimum. Investment in technology is allowing our community members to work smarter not harder and the coordination and communication it provides has been a huge asset to all 808 stewardship projects as well as the stewardship projects of our nonprofit partners that we support in calling volunteers to their events.

5. Provide a timeline that is complete, realistic and appropriate to achieve the desired outcomes. This timeline should also be reflected in Section IV. *(3,000 character count limit)*

The grant period from October 1, 2025 until September 30, 2026 will provide for Youth Leadership Sessions, Obscure Zone Cleanups, Hawaiian Cultural Practice Sessions, Adopt-a-Site Cleanups, and Group Cleanup Events. The planning phase for both the Youth Leadership Sessions and Obscure Zone Cleanups will begin in October 2025, allowing us time to pick optimal opportunities for each of these deliverables. One of each in each City Council District will begin by January 2026 at the latest. By the end of the grant period there will have been a minimum of 18 Youth Leadership Sessions and 9 Obscure Zone Cleanups completed. Our other programs which are continuous will begin for the purpose of the grant period immediately in October 2025. The Hawaiian Cultural Practices Sessions will begin

immediately in October 2025 with at least one session per week for a total of 72 minimum during the grant period. The Group Cleanup Events will begin immediately, with all necessary group size and protocol adjustments needed with a minimum of 20 events per month and 240 total by the end of the grant period. Adopt-a-Site Cleanups will begin immediately with a minimum of 32 events per month and 384 total by the end of the grant period. Our work has provided proven results for communities and shifting funding opportunities combined with unexpected challenges we face as an organization have shown we are adaptable to those conditions beyond our control. We will do everything in our power to safely and effectively fulfill our deliverables exactly as they are presented within this application. Adjustments will be made throughout the grant period to make this goal achievable. This application timeline outlines our minimum achievement goals and we will always aim to exceed these minimums when appropriate and go above and beyond past performance.

C. Provide evidence of the agency's ability to perform the proposed grant activity through past performance, current capacity and/or plan to acquire the capacity to perform.

1. Provide data that demonstrates proven success in offering the same, similar, or related activities to achieve the proposed outcomes. *(3,000 character count limit)*

In the infancy of the organization, 808 Cleanups received funding from Home Depot, private foundation grants, and small individual donations to run cleanup events, while staff volunteered and funding was directed towards materials. Staff determination grew the organization from nothing to an organized group of staff and volunteers reaching 64,851 volunteer engagements and collecting 955,804 lbs. of trash. Trash collection and graffiti removal were just the beginning, and today our operations include invasive species removal, native plant restoration, beach, park, trail, and urban cleanups, as well as Native Hawaiian cultural practice, education, and community outreach. As of August 2024, our team has expanded to include a Marketing Manager and Project Coordinator, allowing us to reach more people and further our mission. With funding from our first City GIA CT-DCS-1900003, followed by CT-DCS-2000005 and CT-DCS-210000 (with the last payment in 2021), we continued expanding throughout the pandemic and exceeded our proposed deliverables for each contract. Past funding allowed us to build our Mobile App, expand Youth Leadership Sessions, and adapt to challenges during the pandemic.

Most recently, we were awarded the 2025 City GIA, and we're excited to continue working with the City to grow our programs. With two direct support staff positions funded, we're able to expand operations and strengthen our administrative capacity for greater resilience and sustainability. 808 Cleanups works efficiently across Oʻahu, minimizing costs and focusing on long-term solutions to reduce City cleanup expenses. Our work has empowered many volunteers, offering new opportunities for those who previously hadn't been involved in environmental restoration or cultural learning.

We have a dream to support more parts of Hawaiʻi and our goal is always to work smarter, not harder. This means solving the root cause of the abuse of public space. Our cleaning, outreach, and practice of talking directly with people in the field promotes a win-win approach which constantly attracts new volunteers. We have already seen that with time and sustained operations, the effort to sustain a site can enter "maintenance mode" but most places need a heavy push with heavy community involvement to counteract the years or decades worth of accumulated damage. Once we restore the area to a more consistent level like we have with sites like Kaʻiwi Shoreline and Puʻu o Kaimuki we are able to more easily maintain that site

and begin work on 100% native plant restoration while pursuing important cultural practices and keep that area restored at an extremely efficient cost.

2. Describe the applicant's capacity to successfully achieve the proposed outcomes.
OR
Provide a plan to acquire the capacity to successfully achieve the proposed outcomes (including how the applicant has acquired similar capacity in the past).

Responses should include organizational knowledge, staffing, fiscal resources, facilities and other resources, stakeholders and relationships, and other relevant resources. *(3,000 character count limit)*

Our capacity to achieve deliverables is demonstrated by our proven performance with City GIA funds. In the final report for CT-DCS-1900003, 808 Cleanups exceeded our deliverables: 100% on Park Restoration Events, 154% on Group Cleanup Events, 158% on Adopt-a-Site Cleanups, 192% on Nighttime Outreach Walks, and completed the 808 Cleanups App four months ahead of schedule, with over 1,000 users by the end of the grant period. For CT-DCS-2000005, despite the pandemic, we achieved 122% on Obscure Zone Cleanups, 200% on Adopt-a-Site Cleanups, 250% on Training Classes, 274% on Group Cleanup Events, and 292% on Nighttime Outreach Walks. We also exceeded our rubbish removal goal by two tons, removing 164,170.25 lbs. during the grant period. For CT-DCS-2100006, conducted during the pandemic, we delivered 344% on School Leadership Sessions, 223% on Group Cleanup Events, 198% on Adopt-a-Site Cleanups, 296% on Nighttime Outreach Walks, and 188% on Training Classes.

808 Cleanups is a vital resource for educating and communicating with communities, helping the City maintain public spaces and resolve issues early. By keeping staff and overhead costs minimal, we focus on action and train volunteers to lead events. Our proven, cost-effective approach ensures continuous presence, fast response, and acts as a bridge between the community and government entities. We prevent issues before they escalate, ensuring public spaces remain safe and inviting. Our outreach programs also educate the community on fire safety and littering, helping keep spaces clean.

808 Cleanups saves the City money through preventative work, enabling resources to be allocated for long-term restoration. We operate without office overhead, coordinating remotely and using a mid-size 4x4 truck for cleanups. In January 2025, we'll receive another 4x4 truck to support our Director of Community Outreach, who has been using their own vehicle for years. This new truck will further increase our capacity and efficiency.

Our ability to provide cleanup support services as well as be a hub for education anywhere on O'ahu is critical. We serve the entire community and bring together local people and visitors alike for stewardship. We are connected with non-profit groups with similar goals through our Hawai'i Environmental Cleanup Coalition (HECC) founded by 808 Cleanups in 2016 and have a ongoing and active relationship with the City and County of Honolulu Parks and Recreation Department, the Department of Land and Natural Resources, and National Fish and Wildlife Staff as we cohabit our sites with them. Despite being a small organization with few operating costs, our community connection is invaluable. Our financial resources have grown through a diverse mix of individual and corporate donations and private grant funding. We have expanded our push towards many different grant opportunities and began more organized marketing approaches for funding in the last year, allowing us to come out of a deficit.

D. Describe the applicant's sustainability and/or additional long-term benefit to the community

1. Provide a plan for sustaining and / or expanding activities beyond the applicable grant period. *(2,000 character count limit)*

808 Cleanups prioritizes sustainability, ensuring our impact is long-term, not based on one-off events. By engaging with people to create cleaner, safer, and stronger communities, we aim to reduce program costs and introduce new phases that will eventually make our current work obsolete. A key component of this sustainable approach is increasing the introduction of native species. In 2023, we planted 4,992 sq. feet of native species and removed 246,152 sq. feet of invasive species. In 2024, we've already removed 223,529 sq. feet of invasives and planted 800 sq. feet of natives, with more to come as the rainy season begins. This effort helps regenerate environments, making our work easier and ensuring lasting impacts for generations. The Mobile App contributes to sustainability by reducing staff time for data entry and boosting volunteer participation. Established with previous City funding, the app has continued to grow despite a few years without City GIA funding. It streamlines scheduling, sign-ups, and communication, making it easier for volunteers to engage and ensuring longevity.

We know that our activities can and will be sustained past the grant period, but City support would encourage growth which would have a high impact on our organization and our communities. Our expanding staff capacity is also a response to challenges our organization has faced. Investing more time into diversifying funding sources and marketing has allowed us to surpass funding challenges and stabilize our program funding again with new initiatives like monthly newsletters and participating in fundraising events. Private donors allow us to diversify our funding and expand our work creatively. Our programs continue to be resilient and adaptable to changing funding and 808 Cleanups is a beacon of hope for the community which supports them in good times and bad. The community recognizes the willingness and passion of 808 Cleanups and continues to support us.

2. Describe the applicant's capacity and resources to carry out the above plan (staffing, funding, etc.) beyond the grant period. *(2,000 character count limit)*

808 Cleanups has consistently demonstrated its capacity to carry out our objectives beyond City funding. Over the past three years, despite a hiatus in City funding, our programs persisted and evolved. We have expanded to three direct support staff positions and benefit from part-time involvement of an App Developer and Marketing Manager. With our dedicated staff, volunteer board of directors, and hundreds of regular volunteers, 808 Cleanups has built a strong foundation for ongoing stewardship activities beyond the grant period. Our organization is a top-searched, easily accessible opportunity for volunteers seeking cleanup activities in Hawai'i. We have earned a solid reputation within the community, consistently receiving support from a variety of funding sources, including individuals, private foundations, and local and federal grants. We continually evolve by experimenting with new ways to provide supplies, conduct cleanups, and engage with our volunteers and community members. Leadership-oriented volunteers are drawn to 808 Cleanups, expanding our impact and encouraging others to lead their own environmental stewardship efforts. As our organization has faced funding and administrative changes and challenges we have come out stronger by streamlining operations to a higher level and making important sacrifices. When we come out stronger, with better support we are able to expedite and expand our opportunities across O'ahu immediately and efficiently making public spaces safer and

cleaner. This year especially, we saw so much resilience as our organization stabilized after previous challenges and welcomed new staff. 808 Cleanups has accomplished what much of the community thought not to be possible and has an impressive record showing strength and dedication. We are extremely proud of everything we have accomplished as a team and are sure that our mission will continue to receive support.

E. No CITY funds or assistance.
The highest consideration will be given to applicants that do not receive other funding or any form of assistance from the CITY. While applicants that receive other funding or assistance from the CITY may apply for Grants in Aid funding, the extent of funding or assistance already received in relation to services provided must be considered prior to awarding Grants in Aid funds.

A percentage of the sub-total criteria points will be awarded to Grantees based on the criteria below and the information about past funding / assistance from the CITY that follows.

The applicant has received no award from the CITY within the last 3 years.	**10%**
The applicant has received 1-2 awards from the CITY within the last 3 years.	**7%**
The applicant has received 3-5 awards from the CITY within the last 3 years.	**5%**
The applicant has received between 6-9 awards from the CITY within the last 3 years.	**3%**
The applicant has received 10 or more awards from the CITY within the last 3 years.	**0%**

GRANTEE RECEIPT OF CITY GRANTS

Identify all CITY grants received by Grantee (or Fiscal Sponsor) in the last three (3) years. Information will be verified by the CITY.

1. Grant Activity Name & Contract #: Pono, People, & Place: Evolving Cultural Stewardship - Services CT-DCS-2500001
   Grant Period: 10/01/2024-9/30/2025 Grant Amount: $150,000.00
   Grant Purpose: Environment
   Grant Activity Status: ☒ Underway ☐ Completed ☐ Canceled
   Administrating Division: Deparment of Community Services

2. Grant Activity Name & Contract #: _____
   Grant Period: _____ Grant Amount: _____
   Grant Purpose: _____
   Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
   Administrating Division: _____

3. Grant Activity Name & Contract #: _____
   Grant Period: _____ Grant Amount: _____
   Grant Purpose: _____
   Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
   Administrating Division: _____

4. Grant Activity Name & Contract #: _____
   Grant Period: _____ Grant Amount: _____
   Grant Purpose: _____

E. Age Friendly Honolulu (Complete only if applying for the bonus points)
Consideration is to be given to applicants that incorporate the vision and goals of the Age-Friendly Honolulu Program (as codified in ROH Chapter 2, Article 22), including but not limited to (1) enabling residents of all ages to actively participate in activities that keep them socially engaged, healthy, and active; and (2) removing barriers to inclusion for and providing support services to vulnerable residents and/or have physical limitations.

If awarded bonus points for being an Age-Friendly Honolulu project, the Grantee will be subject to additional reporting requirements, including but not limited to name, age, and physical location of seniors being served by the project.

To be eligible for the bonus points as an Age-Friendly Honolulu project an organization must demonstrate the proposal aligns with Age-Friendly Honolulu's priorities by completing the following TWO steps:

1) Go the following website https://www.hiphi.org/age-friendly-honolulu/ to access an Age-Friendly Honolulu training video. The video should be watched by at least one (1) person from the non-profit organization in a leadership position (Executive Director, Administrator, or equivalent). This video will define an "age-friendly city" and explain what types of projects align with the Age-Friendly Honolulu Vision.

2) Complete the section below by selecting which Age-Friendly Honolulu category best fits the activities of your organization and providing a brief description of how your proposal is an Age-Friendly Honolulu project.

☒ Enabling Residents of all ages to actively participate in activities that keep them socially engaged, healthy, and active, particularly at the oldest ages

☐ Providing Kupuna with meaningful roles in the community, including mentors, volunteers, or through intergenerational programming

☐ Removing barriers to support community inclusion and accessibility for persons of all abilities.

3) How is your proposal an Age-Friendly Honolulu Project and explain how your organization can meet the additional reporting requirements if awarded? *(2,000 character count limit)*

808 Cleanups has always emphasized community empowerment and accessibility. Every year we strive to be inclusive of every single community member and adapt our programs to welcome all ages and ability. Key to community empowerment is making sure every age and physical ability has a chance to participate but also to lead and take action in our organization. Our weekly stewardship events are easily accessible for all ages and age groups, typically at readily available locations that accommodate different abilities. We also tailor the activities at these events to each individual's skill levels. This allows kūpuna who may need to work slower or work on different types of project to come to our events and be given different types of tasks or even to come with their own ideas and goals. Many of our kūpuna volunteers take up a leadership role, coming out to sites to water or clean up on their own time, or sharing their expertise in certain areas of restoration with the rest of our volunteers. Not only can all ages work, but all ages can engage socially which is important for many aging adults who live alone. Furthermore, our App-Powered Adopt a Site program is available to all ages to help them connect with volunteers in their area, to meet up and help clean neighborhoods and parks that work for them. We've had all age groups represented, from infants carried by their parents during a cleanup, to senior citizens in their 80s and 90s

joining us for events or organizing efforts through our adopt a site program. We are proud to help bring these diverse age groups together for the common cause and socialization. Our organization documents attendance at each event with photographs to show our volunteer engagement that will be shared in our reporting. We are able to support the aging population demographic changes that Honolulu City and County will soon face and look forward to continuing to offer our services to all age groups.

APPENDIX A: TIER II GRANT PROPOSAL (Grants $25,000 to $150,000)
SOLICITATION NO. RGP-DCS-GIA2026

Instructions: The proposal below must be completed in full. Responses must be provided in the fillable boxes provided. Where annotated, the fillable boxes have predetermined maximum limits on character counts. Letters, numbers, punctuation marks, and spaces are included in the character count limits.

SECTION I
SUMMARY

A. Grantee Legal Name:	AccesSurf Hawai'i (ASH)
B. Is Grantee a Fiscal Sponsor?	☐ Yes X No
C. Grant Activity Name:	Inclusive volunteer and workforce opportunities for people with disabilities

D. Briefly describe the Grantee's background, history (including year established), and mission. *(400 character count limit)*

AccesSurf Hawai'i (ASH) was founded in 2006 as a 501(c)3 non-profit organization based on O'ahu. Our mission is to provide life-changing accessible water programs for people with disabilities (PWD) through free inclusive programs, and social connections; available to any person with any physical, mental, or cognitive disability of any age, gender, ethnic, social or financial background.

E. Briefly describe the Grant Activity and public need being filled. *(400 character count limit)*

ASH addresses a crucial public health gap for people with disabilities (PWD) and Kūpuna by fostering inclusion and changing societal norms. Beyond participation, ASH creates pathways for PWD to engage in meaningful roles, such as ambassadors. This approach empowers leadership, promotes growth, and centers diverse voices, reinforcing an inclusive environment that benefits O'ahu's entire community.

F. Briefly summarize Grant Activity outcomes and measures of success, including number and description of those served. *(400 character count limit)*

Project Outcomes are: Increased life expectancy and equity for PWD and Kūpuna through chronic disease prevention, based on social connections and financial opportunities. Measures of success include 43 year-round grant activities, including 1 ambassador curriculum, 5 implementation and 10 ambassador training, 28 ambassador events, facilitating 1200 inclusive and meaningful experiences.

G. Council District
Check all districts that will benefit from the Grant Activity. Provide the amount requested per district. Amounts must be in whole numbers only.

☐ District 1 $ 14,235	☐ District 2 $ 19,005	☐ District 3 $ 26,100
☐ District 4 $ 20,220	☐ District 5 $ 17,790	☐ District 6 $ 11,490
☐ District 7 $ 7,620	☐ District 8 $ 10,170	☐ District 9 $ 23,370

Total Amount Requested (must be $25,000 to $150,000)	$ 150,000

H. Type of Grant Activity (pick ONE category that best reflects the Grant Activity):		
1. Public Services: Projects in this category will support qualified public services and programs for the target populations deemed by the CITY to be most vulnerable.		
☐ A. Public Service – Seniors	☐ B. Public Service - Children	X C. Public Service - Disabilities
☐ D. Public Service – Homeless	☐ E. Public Service – Domestic Violence	☐ F. Public Service – Substance Abuse
☐ G. Public Service – Mental Health	☐ H. Public Service – Other (describe):	
2. Arts, Culture, Community/Economic Development, and the Environment: Projects in this category will support the sustainable improvement in the well-being and quality of life of local communities, especially low- to moderate income areas.		
☐ A. Arts	☐ B. Culture	☐ C. Community Development
☐ D. Economic Development	☐ E. Environment	

GRANTEE'S CERTIFICATION AND SIGNATURE

The undersigned, subject to personal liability and penalty under applicable law, certifies that he or she: (i) is authorized to sign this Grant Proposal; (ii) personally prepared or reviewed the matters found in this Grant Proposal (including any related documents/attachments); (iii) asserts all statements made in this Grant Proposal (including all attachments) are true, accurate and complete; (iv) has the requisite skills and knowledge to assert the foregoing certification; and (v) has complied and shall continue to comply with all applicable requirements of Chapter 6, Article 29 of the Revised Ordinances of Honolulu 2021, as amended (Link), regarding private organizations receiving grants of public funds from the City and County of Honolulu.

Cave Short — Nov 21, 2024

Signature of Grantee (Fiscal Sponsor) Officer — Date

Printed Name and Title:

CERTIFICATE OF THE BOARD OF DIRECTORS NO OBLIGATIONS IN ARREARS

The undersigned of the Board ("Grantee") hereby certifies that the Grantee or any principal of the Grantee or sponsored organization (where the Grantee is a Fiscal Sponsor) is not in arrears on any financial or other obligation owed to the City & County of Honolulu, a municipal corporation of the State of Hawai'i.

Christina Klemme
(Signature)

Christina Klemme
(Print name)

CERTIFICATE OF THE BOARD OF DIRECTORS AUTHORIZATION TO ASSIGN AUTHORITY

The undersigned of the Board ("Grantee") hereby certifies that Cara Short (name), Executive Director (title), has been authorized by the Board of Directors to sign proposals, contracts, and related documents on behalf of the Grantee. Accordingly, I hereby assign the authority by the Board to execute proposals, contracts, and contract amendments on behalf of the Grantee, and further certify that the assigned is given the power and authority to do all things necessary to implement, maintain, amend, or renew such contracts, including but not limited to the delegation of signing authority to another employee of the Grantee.

Christina Klemme
(Signature)

Christina Klemme
(Print name)

STATE OF HAWAII)
CITY AND COUNTY OF HONOLULU)

On this 21st day of November, 2024, before me appeared Christina Klemme, personally known to me, who, being by me duly sworn, did say that he/she is the Treasurer of AccesSurf Hawaii and that the corporation has no corporate seal, and that said instrument was signed in behalf of said corporation by authority of its Board of Directors, and said treasurer acknowledged said instrument to be the free act and deed of said corporation.

NICOLITA SAGUN GARCES NOTARY PUBLIC 18-364 STATE OF HAWAII

Notary Public, State of Hawai'i

My Commission expires: 06/24/2026

Doc. Date: 11/21/2024 # Pages 130
Name: Nicolita Sagun Garces 1st Circuit
Doc. Description:

SECTION II
GRANT ACTIVITY INFORMATION

A. Describe how the community need, stated problem/issue, and target population are effectively validated. The description must include how the public services' target population is vulnerable or how the arts, culture, community/economic development, or environmental activities will especially support low- to moderate-income areas.

1. Provide substantive data and other qualifying information to demonstrate how the problem/issue impacts the target population and is a community priority that needs to be addressed. *(5,000 character count limit)*

People with disabilities (PWD) and Kūpuna (Hawai'i residents aged 55 and older) face significant barriers to inclusion, leading to a higher burden of chronic diseases such as heart disease, depression, and cognitive decline. These conditions cause additional disabilities, reduce quality of life, and lead to premature death (National Institute on Aging, 2024).

In Hawai'i, 64% of adults have one or more chronic conditions, with even higher rates among PWD, Kūpuna and ethnic minorities, often resulting in disabilities. More than 20% of Hawai'i's residents have a disability. On O'ahu, nearly 40% of Kūpuna aged 65 and 50% aged 75 and older live with disabilities (BRFSS/HiHealth, 2022).

43% of PWD in Hawai'i live in households experiencing financial hardship. They face substantial barriers to employment, being three times more likely to be unemployed than peers without disabilities (55% vs. 16%) (Alice, 2019). These groups often have higher living costs and restricted access to employment. PWD and Kūpuna frequently experience marginalization, with Kūpuna facing dual marginalization, resulting in compounded discrimination and social isolation (Disabled World, 2022; UN, 2022). Quality of life and life expectancy for PWD are 10 to 20 years lower than for those without disabilities (Majer, 2011).

Discrimination based on disabilities and age exacerbates financial and health inequities for PWD and Kūpuna. PWD in Hawai'i face up to 20% higher rates of depression, obesity, diabetes, and heart disease, incurring substantial societal costs (CDC, 2022). Negative attitudes contribute to poorer health. Hawai'i's chronic disease costs exceed $12 billion, with $9 billion in direct medical costs and $3 billion linked to disability, resulting in over $3 million of lost productivity (HHSP, 2023) not including the cost of ageism ($2 million) (UN, 2022).

Hawai'i's Strategic Plan 2030 aims to reduce premature death and disability due to chronic diseases (HHSP, 2023). Prevention measures can enable PWD to achieve the same quality and length of life as their peers without disabilities. Increasing inclusion is essential to the well-being of all.

Combating isolation based on ableism and ageism benefits PWD, Kūpuna, and their 'Ohana, ultimately benefiting our island communities. Health and financial equity requires inclusive opportunities for PWD and Kūpuna, fostering improved health and attitudes towards disabilities and aging. Inclusion benefits anxiety, self-esteem, brain and heart health, and overall quality of life, all needed to age gracefully and live long. Inclusion fosters a compassionate society benefiting all, especially our keiki in the long term. Reviews suggest that Kūpuna are included in programs that include socialization across generations and attitudes towards aging and older adults (Parminder, Faulkner, 2007).

To meet these needs, it is crucial to train teams to provide meaningful volunteer and paid opportunities for PWD and Kūpuna year-round. These programs should focus on true inclusion, offering volunteer opportunities and creating paid roles for PWD to be trained as

ambassadors. True inclusion extends beyond participation and embraces meaningful opportunities for growth and leadership within the organization. To foster an inclusive environment, we emphasize creating pathways for people with disabilities not only to volunteer but to access paid opportunities. These roles involve training as ambassadors, empowering individuals to represent and lead within the organization. By prioritizing these opportunities, we strengthen the commitment to authentic inclusion, ensuring that diverse experiences and voices are central to our mission and the need of O'ahu's residents.

Therefore the goal of this GIA project is to increase AccesSurf Hawai'i's (ASH) platform for chronic disease prevention through inclusion, volunteer, and workforce opportunities by offering safe spaces for PWD and Kūpuna through the ASH ambassador team.This approach empowers individuals to lead, represent, and contribute meaningfully, reinforcing their value within the community. By supporting inclusion chronic disease prevention and providing inclusive and expanded opportunities for PWD and Kūpuna as Ambassadors, we can enable them to remain active and social throughout their lives, ultimately enhancing their quality of life and life expectancy.

As a recognized expert in adaptive recreation and volunteerism, (ASH) provides a wide range of services catering to different levels of need and support, from participants and volunteers. All of which foster an inclusive and socially active community across abilities and ages for better health equity on O'ahu. Participating in community activities into advanced age is what life in Hawai'i can look like. This will reduce chronic disease prevalence among high-risk individuals, minimize health and financial disparities, and prevent premature death of PWD and Kūpuna.

B. Describe the proposed plan

1. Provide a description of the Grant Activity. This description will be used as the scope of services in the contract. Describe why you chose this Grant Activity and how it will effectively address the community's problem / need. *(3,000 character count limit)*

AccesSurf Hawai'i (ASH) has built the foundation and hosts pathways to improve equity for PWD and Kūpuna.This grant will strengthen and expand especially three pathways.

1) INTERGENERATIONAL RELATIONSHIPS & LEADERSHIP BUILD STRONG COMMUNITIES: By supporting PWD and Kūpuna in ways that maximize their health, independence and engagement in their communities, we promote intergenerational connections and greater social inclusion on our island that benefit all, from keiki (children) to Kūpuna.

2) CHANGING STIGMA & ATTITUDES: ASH promotes active cultural-based lifestyle, positive disability and aging awareness. ASH events have grown to high-visibility events, volunteers/spectators (general public), media attention, improving attitudes around disabilities. Ambassador's will be trained with skills to foster authentic messaging and mentored to find their own Voice to tell their stories. PWD and Kūpuna side-by-side by others of all ages, military and families, are seen in a more positive way when participating in an intergenerational program (Holmes, 2009).

3) COMMUNITY-BASED & BUILD CAPACITY: ASH programs are community-participatory, including voices of community members on all levels within the organization. It is strength-based, allowing us to focus on the skills of everyone to explore, learn and share. It is time to

pass our gained experience and knowledge onto those who want to expand their role within ASH (Leeman, 2022).

We will build an **Ambassador program existing of a**

- **Ambassador Curriculum (1 Product)**
- **Curriculum Development Meetings (5 Events):** ASH staff and volunteers meet to implement and revise the existing draft of the Ambassador curriculum and update for Outreach events estimated 1-2 sessions. Ambassador curriculum will provide new content illustrating a pipeline for involvement opportunities ranging from DATB volunteers - Outreach Ambassadors - Interns - Contractors - Staff
- **Ambassador Training (10 Events)**: 1 hour long virtual training led by and for Ambassadors in order to improve effective communication, generate ideas, collaborate on planning/preparing for outreach events, review and prioritize outreach opportunities
    - Development and support in unpacking (dissecting), writing, practicing and revealing the individual story.
    - Support in skills training in crafting the story through artifact development, such as: written narrative, video production, and/or social media.
- **Ambassador Events (Pipeline) (28 Events):** Outreach ambassadors also utilize the pipeline design to practice skill development. First assisting with new volunteer orientation at either internal or external outreach events.
    - **ASH Events**: 1-3 hour, on-the-job training that takes place at in-person events and provides Ambassadors opportunities.
    - **Outreach Event:** Once outreach ambassadors become proficient advocates for inclusion and accessibility, they will be assigned community events (schools, fairs/festivals, businesses, etc) that provide Ambassador opportunities. These events last between 30 minutes (e.g. conference presentation) to half days 4-6 hours (e.g. training at schools, fairs, charity walk).

2. Provide measurable outcomes, describe how outcomes are aligned with the purposes and priorities of the Grants in Aid Fund, and describe how outcomes directly benefit the target population. *(3,000 character count limit)*

Public Services should begin with a statement of the number of individuals that the Grant Activity will directly benefit during the Grant Term.

Arts, Culture, Community/Economic Development or Environment should begin with a statement as to how the Grant Activity supports the sustainable improvement in the well-being and quality of life of local communities, especially low to moderate income areas.

To decrease disparities including financial challenges and exclusion of PWD and Kūpuna, AccesSurf Hawai'i (ASH) will provide year-round inclusive programming for 1200 Experiences. The programming are pathways for PWD and Kūpuna to engage in meaningful roles as ASH ambassadors, designed based on research, ASH experiences, participants needs, input and feedback. This approach empowers leadership, promotes growth, and centers diverse voices, reinforcing an inclusive environment that benefits O'ahu's entire community. We define an inclusive environment where there is a place for everyone with different abilities alongside each other. Part of this is making it also visible through outreach opportunities.

Our TARGET community includes PWD, children, their families, and volunteers, and especially those age 50 and older, that reside in all districts on O'ahu. We visualized our involvement in each district as percentage in section G and in a map in the appendix. ASH's programming benefits O'ahu by creating a more diverse community of acceptance for PWD and the aging population.
These are the most common diagnoses of ASH participants, existing and future ambassadors: Spinal Cord and Traumatic Brain Injury; Amputees; Post Traumatic Stress Syndrome (PTSD); Autism; Cerebral Palsy; Visual/Hearing Impaired, and Down Syndrome; 20% of our community are aged 50 years and over.

The project outcomes will be measured by the completion of the following:

44 PROJECT ACTIVITIES:

- 1 CURRICULUM: Development and Implementation for Ambassador Training
- 43 AMBASSADOR ACTIVITIES:
    - 15 Training & Implementation: Curriculum Meetings (5) and Training (10)
    - 28 Ambassador Outreach Events
- 1200 EXPERIENCES of ambassadors and audience: reaching and teaching O'ahu's residents

*With the goal of hiring one ASH Ambassador lead from the "graduates" of the 2026-2026 Ambassador program. This lead can help develop a stipend program for all "ASH certified" ambassadors.

3. Provide an action plan to achieve the stated measurable outcomes. If the Grant Activity involves a partnership, provide a description of each partner's role. Must include measurable milestones, specific events, or other performance measures appropriate to achieving the outcomes. *(3,000 character count limit)*

To improve equity through inclusion and meaningful opportunities for PWD and Kūpuna, AccesSurf Hawai'i (ASH) will provide year-round inclusive programming based on research, ASH experiences, participants needs, input and feedback.

OUTCOMES & MILESTONES of the Ambassador Pathway

- 1 CURRICULUM
- 43 AMBASSADOR ACTIVITIES
- 1200 EXPERIENCES

The 44 Project activities entail: TRAINING & EVENTS

1 CURRICULUM
5 CURRICULUM IMPLEMENTATION MEETINGS: ASH meets every other month to revise, update and implement the curriculum.
10 TRAINING: ASH meets to work on the ambassador curriculum implementation and to train volunteers.
28 AMBASSADOR EVENTS: Trained Ambassadors will either go with Co-Ambassadors or alone to present inclusive concepts at speaking either "internally" at ASH events and/ or "externally" at engagements/ community outreach events, such as school and town hall meetings, but also media, namely:

- Internal Events are e.g.

- Day-at-the-Beach (DATB): We host between 30-100 PWD along with 60-150 volunteers at each event. Ambassadors are either sent to teach the participants at the beginning of the event (circle) or in small groups, or a one-on-one meeting that was requested by someone.
- ASH Hawaii Adaptive Surfing Competition (HASC): is a multi-day, high-visibility event in Waikiki
- New Volunteer Orientation: We orient between 5-30 new volunteers each month.
- Other events such as Waianae Flat Water Day for the residents of the Leeward side of Oahu

- External events:
  - Such as at schools and colleges:
    - Waianae High Health Services classes
    - Punahou Academy Series
    - UH Manoa Kinesiology lecture
  - Recreation Therapy Resource Fair and Expo (hosted by the VA)
  - SPIN Conference
  - Military Base presentations
  - Girl & Club Scouts events
  - Charity Walk
  - Sustainable Coastline Festival
  - TV/ public (or social media coverage)

  In the past we have also had request from the Elks Club, Hawaii Pacific University, University of Hawaii, Kakaako Block Party, Central Pacific Bank and other businesses.

Beneficiaries are Ambassadors, Ambassadors' families, the entire ASH community and partnering communities (such as the Rehab Hospital, United Cerebral Palsy etc), as well as O'ahu residents.

Essential partners who will do both help train Ambassadors and will host ASH Ambassadors at their events: City & County-ocean safety; Never off duty- provides regular lifeguard training ASH participants,Veterans Affairs- PTSD training, Autism consultants (Ex:Matt McIntire), Hawaii School for the Deaf and the Blind,Hawaii Pacific University, University of Hawaii, various military groups (EX: Better Opportunities for Single Sailors), Skillbridge Military Internship Program

Additional partners for recruitment (are listed under C) and recruitment also takes place through Instagram (12.8K followers) and Facebook (6k followers).

This is the 2 year of a 5-year plan to build an Ambassador training and outreach program so more organizations are trained in including PWD and Kūpuna and encourage their participation in their existing programming.

4. Provide a budget narrative that explains how the budget in Section III will achieve the desired outcomes. (*3,000 character count limit)*

150,000 is being requested to support salaries and staff associated costs to achieve the project outcomes. Long-term, committed and experienced staff is essential to lead the

creation of the Ambassador team, coordinate all the events and training, and organize participants.

The following essential roles are supported through this grant:

Direct Salaries, Wages and Fringe Benefits: $114,065

The Operations Director (1 FTE) will manage project staff, oversee programming, training, outreach for recruitment efforts. The Program Coordinator (1 FTE) will organize events and speaking engagement equipment maintenance. The Training and Innovation Specialist (1 FTE) will lead the development of the curriculum and its implementation, and use evaluations developed by the Evaluator to evaluate and improve the training experience. The Program Administrator (1 FTE) will maintain event registration, update our website to include event, education and survey activities. He is responsible for all databases, such as the participant forms and waivers, and event registration- all basis for the GIA reporting. The Communications Coordinator (1 FTE) will be responsible for all communications that go out through social media and email lists related to events. She is the one gathering photo of this project taken by community members or herself. The Program Assistant (1 FTE) will support development of materials. The Ambassador Coordinator (1 FTE) will learn from existing ASH staff how to organize the training and events for the Ambassador Program.

Administrative Salaries, Wages and Fringe Benefits: $35,935

A percentage of the Executive Director (0.2 FTE) and the Program Evaluator (0.35 FTE) salary, wage and fringe benefits are included in the requested funds. ED will provide administrative support throughout the project. The Executive Director will also maintain communication with established and project essential partnership and execute in person outreach campaigns. She also reports to the BOD on-going about GIA deliverables and activities. The Evaluator will develop surveys to evaluate the resource training and curriculum implementation. Together the Executive Director and Evaluator with the support of the Admin Assistant coordinate the monthly reports to the GIA grant officer.

Each staff member has deep rooted knowledge of the organization as each started as a participant and/or volunteer, evolved to volunteer leadership roles, then into staff positions. They still hold additional to their staff identity, their insider perspective of their roles as participants and/or volunteers. All staff meet at minimum weekly to discuss this project. With the staff expertise we continuously update policies, programming, and safety protocols. All other costs related to this project, e.g. location, meals, office, vehicles, equipment, website, marketing will be funded by ASH and partners

5. Provide a timeline that is complete, realistic and appropriate to achieve the desired outcomes. This timeline should also be reflected in Section IV. *(3,000 character count limit)*

Grant period Oct 2025 to Sept 2026

- To achieve the outcomes ASH will implement the following year-round schedule, a mix of weekend and weekday activities to accommodate a team of volunteer outreach ambassadors.
- Based on outreach engagements in 2023, and pilot programming this Ambassador Program in 2024 we developed the following calendar for the grant period.
- Ambassador training and mentoring can be either in-person or online with ongoing volunteer and participant recruitment and training. Ambassador outreach events will be most likely all in person, but some could be done via zoom if need be.

A=Ambassador
A-Training are at Leadership Committee Meetings

By activity *included in Section 3 are scheduled as followed:*
A-Meeting: every other month
A-Training: every second Tuesday of the month
ASH internal Events:

- DATB*:* hosted bi-monthly, every first Saturday and every third Wednesday of each month.
- HASC: hosted in May
- New Volunteer Orientation: are held on Thursdays before each DATB

External outreach events: 1-3 a month.

By month *1st to 31st referring to the date in the month 2025-2026 listed in chronological order

October
2nd A-Event: Waianae High Health Services classes (#1)
6th A-Curriculum Meeting (#1) staff to cover grant activities
8th A-Training (#1)
22nd A- Event: UH Manoa Kinesiology lecture (#2)

November
Tbd A-Curriculum Meeting (#2)
2nd A-Event: DATB (#3)
Tbd A-Event: Recreation Therapy Resource Fair & Expo by the VA (#4)
Tbd A-Event: TV/interview experiences (#5)

December
10th A-Training (#2)
22nd A-Event: UH Manoa Kinesiology lecture (#6)
15th A-Event: Military Base presentation (#7)

2025
January
Tbd A-Curriculum Meeting (#3)
2nd A-Event: ASH Volunteer Orientation (#8)
8th A-Training (#3)
Tbd Military Base outreach (#9)

February
1st or 19th A-Event: DATB (#10)
12th A-Training (#4)
27th A-Event: ASH Volunteer Orientation (#11)
Tbd A-Event: Waianae Flat Water Day (#12)

March
1st or 19th A- event: DATB (#13)
12th A-Training (#5)
22nd A-Event: SPIN Conference (#14)
Tbd A-Event:TV/interview experiences and/or Girl Scouts and Cub Scout events (#15)

April
3rd A-Event: Recreation Therapy Resource Fair and Expo (hosted by the VA) or New Volunteer Orientation (#16)
5th or 16th: A-Event: DATB (#17)
9th A-Training (#6)
Tbd A-Curriculum Meeting (#4)

May
3rd A-Event: Charity Walk (#18)
10-15th A-Event: TV/interview experiences/ HASC (#19)

June
7th or 18th A-Event: DATB (#20)
11th A-Training (#7)
Tbd A-Event: outreach/booth events at different businesses, schools and community events (#21)

July
3rd A-Event: ASH Volunteer Orientation (#22)
9th A- Training (#8)
12th or 16th A-Event: DATB (#23)
Tbd A-Curriculum Meeting (#5)

August
2nd or 20th (WW) A- event: DATB (#24)
13th A-Training (#9)
25th A-Event: Sustainable Coastline Festival or Military Base presentation (#25)

September
4th A-Event: ASH Volunteer Orientation (#26)
6th A-Event: DATB (#27)
10th A-Training (#10)
15th A-Event: Punahou Academy Series (#28)
31 Submission of curriculum to GIA (#1)

C. Provide evidence of the agency's ability to perform the proposed grant activity through past performance, current capacity and/or plan to acquire the capacity to perform.

1. Provide data that demonstrates proven success in offering the same, similar, or related activities to achieve the proposed outcomes. *(3,000 character count limit)*

AccesSurf Hawai'i (ASH) has consistently expanded its programming since its founding in 2006, adapting to meet community needs while staying true to its mission of providing life-changing programs for people with disabilities (PWD). Community needs assessments have guided these adjustments, and more recently identified the need for meaningful additional roles for PWD and Kūpuna. O'ahu's communities are requesting ASH Ambassadors to speak and educate their communities on inclusivity.

In 2024 so far alone, ASH hosted 54 events with participation from over 300 community members, engaged 548 unique PWD, involved 1400 unique volunteers, and facilitated a total of 1,369 participant and 3065 volunteer experiences-not counting the Ambassador pilot activities. ASH has the infrastructure, experience, and knowledge to manage up to 10 program days per month.

Recognizing the broader need for adaptive programming in the community, ASH has engaged in solution-oriented discussions with key partners. Notably, ASH has collaborated with the Rehabilitation Hospital of the Pacific (REHAB) and the YMCA to train their staff in adaptive aquatic programming. The CEO of REHAB, Stephanie Nadolny, serves as an active board member of ASH, reinforcing our strong, long-term partnership. In preparation for this grant, ASH conducted a pilot Ambassador Program in 2024 facilitating 24 events-not counted within program days. These pilot initiatives informed the development of ASH's Ambassador curriculum draft and the project activities outlined in this proposal.

For training Ambassadors, ASH will leverage its proven model of combining virtual training sessions with hands-on experience. The curriculum will consist of 5 implementations and revision sessions, plus 10 training events at White Plains Beach Park—ASH's "home" location and other locations. This site has hosted over 260 events since 2006, supported by a longstanding relationship. ASH's membership in Move United, a federally accredited body, provides access to essential resources, funding, and training opportunities that strengthen our adaptive sports programs and the training of resource teams.In addition we will participate in 28 internal and external Ambassador events with the audience ranging from 20-600 reaching a minimum 1200 O'ahu residents.

ASH staff are uniquely qualified to execute grant activities, boasting professional expertise in curriculum development for diverse populations. This includes training volunteers and providing instruction. As an example Never Off Duty, which has integrated ASH's PWD-specific water safety curriculum into its American Red Cross lifeguard training.

ASH has a track record of successfully delivering other Grant-In-Aid (GIA) projects, which have enhanced organizational capacity and quality, contributing and maintaining exponential growth. Approval of this grant will support vital activities, another expansion of services to promote inclusivity on O'ahu, enabling PWD and Kūpuna.

2. Describe the applicant's capacity to successfully achieve the proposed outcomes.
OR
Provide a plan to acquire the capacity to successfully achieve the proposed outcomes (including how the applicant has acquired similar capacity in the past).

Responses should include organizational knowledge, staffing, fiscal resources, facilities and other resources, stakeholders and relationships, and other relevant resources. *(3,000 character count limit)*

AccesSurf Hawai'i (ASH) has 18 years of experience and capacity to achieve the proposed outcomes. The Board of Directors (BOD) adapted an annual program and financial strategic planning to provide direction and mapping that supported the growth since the inaugural year of 2006. The BOD meets at minimum monthly, if not weekly, and has a diverse make up and expertise. As such the BOD approved this proposed GIA project to ensure the organization remains aligned with the mission, continues to grow in a safe and sustainable manner. Previous growth includes: programs: from 2 to over 90 event days annually; attendance: from 10 to over 1000 participants and 2000 volunteers (duplicated) annually, staff: from 1 to 8, from 3 to 15 BOD members, and 5 to 15 Leadership Committee members.

ASH staff members are directly involved with the Ambassador Program, our PWD, families, volunteers, and partners. At minimum 1 if not multiple staff members are present at training Staff have expertise in their specific roles and combined 100 years' experience working with PWD. Each staff member has deep rooted knowledge of the organization with minimal staff turn over.

ASH believes strongly in strong capacity and relationship building, training our participants volunteers well and in depth. Those who desire can receive advanced training to become volunteer leaders. Each of their commitments is estimated to be more than 500 hours annually and serve as advisors from programs. We have found that advanced training, responsibilities, alongside appreciation events helps with volunteer retention. The Ambassador Program will be one of the Advanced Programs. The list of partner organizations has grown providing venues, participant and volunteer recruitment, training, and more: examples are The Rehab of the Pacific, the YMCA, One More Wave, VA and VET Center, all military bases, University of Hawai'i, Hawai'i Pacific University, Punahou, Iolani and all schools in the DEO, Senior homes.

ASH facilities consist of two offices for staff and meetings at the Princess Kaiulani Hotel in Waikiki, 2 permanent parking stalls plus 3 needs based additional parking spots, 2 equipment vehicles, 2 storage containers for program equipment donated by PASHA Shipping. ASH events are facilitated at different locations. The Ambassador training will be a mix of online and in person sessions. We are experts in setting up our venue for adaptive sport activities, by making it accessible (via accessibility mats) and providing different transfer options across the beach and into water. ASH has adaptive equipment and transportation (valued at $300K)

ASH has increased its annual budget from 2013 and revenue by 14 times within the last 12 years (from $50K to $750K). Budget growth has been maintained by diversifying revenue streams with donations, events, sponsorships, and grants, supported by a successfully implemented PR and media presence strategy.

D. Describe the applicant's sustainability and/or additional long-term benefit to the community

1. Provide a plan for sustaining and / or expanding activities beyond the applicable grant period. *(2,000 character count limit)*

AccesSurf (ASH) has sustained and expanded programs for 18 years by promoting inclusiveness and empowerment through ocean-based physical activity, social connections, and adaptive, inclusive training. ASH is building capacity within our organization, expanding program outreach in a sustainable, community-focused manner that enhances equity and belonging on O'ahu.

With this grant, ASH will develop additional training curriculum to prepare leaders as Ambassadors, fostering a space where inclusion and accessibility are prioritized. In 2025, the Ambassadors program will train candidates to develop their stories, learn skills in material preparation, video editing, and public speaking—valuable for employment. The program focuses on community-building and increasing integration and acceptance for PWD through awareness, educational outreach, and workforce development. The curriculum will be used for years to come.

This initiative will include promotional materials featuring PWD and ASH's community impact, addressing disability access, opportunity, and etiquette. The 2025 Ambassador Program plans to execute bi/monthly outreach events in partnership with colleges, universities, corporations, schools, community centers, and hospitals. Trained Ambassadors will remain with ASH long-term and have the opportunity to teach future ASH Ambassadors beyond the GIA grant period.

Program content and resources will be designed and presented by PWD, positioning them as leaders and panelists. This approach supports their transition to employment and offers guidance to employers on recruitment and onboarding. Through these efforts, ASH challenges stereotypes and perceptions by showcasing diverse individuals and stories, shifting public attitudes and fostering empathy.

Ambassadors will reduce staff workload by acting as trained representatives, ensuring program sustainability. Co-hosted events will provide additional venues for community inclusion. This initiative is part of a five-year plan (2024-2029) to develop an Ambassador Program led by PWD and Kūpuna. To extend activities beyond the grant period, ASH will seek additional funding to support and grow the program.

2. Describe the applicant's capacity and resources to carry out the above plan (staffing, funding, etc.) beyond the grant period. *(2,000 character count limit)*

CAPACITY & SUSTAINABILITY: Developing an Ambassador program and team, allows AccesSurf (ASH) to equip PWD with workforce skills, while enabling ASH to upscale events and ensure sustainability. The curriculum developed will be a product that will last beyond the grant period. We might share it with partners.

PARTNERSHIP & COST-SHARING: This approach will exponentially increase outreach without proportionally increasing ASH's costs long-term. Trained Ambassadors will be available for both internal and external events, addressing the high demand from partners and organizations in O'ahu for ASH's presentations on inclusivity. This will sustain and strengthen existing and new partnerships through an inclusive program. The one-time curriculum development cost and ongoing training are embedded in current structures to maintain economic feasibility and sustainability.

RESOURCES & FUNDS: ASH's long-term, highly trained staff facilitate over 3,000 experiences annually. In addition we have two contractors supporting our efforts (not listed within this grant budget). To support this project, ASH will hire a 9th staff member in early 2025. Current resources include an office, parking, storage, two fleet vehicles, an equipment trailer, and adaptive equipment valued at over $300K. In 2023, ASH added $50,000 in specialized equipment through a MoveUnited grant. ASH has an 18-year history of successful program funding through diverse revenue streams: individual contributions (20%), corporate partners (20%), grants (20%), and fundraisers/sponsorships (40%). Annual fundraisers such as the Online Anniversary Campaign, Sunset at Sunhala Gala, and Party Wave Community

Fundraiser support this project during and beyond the grant period. ASH is undergoing a voluntary audit to showcase professionalism and qualify for additional grants. The organization has 11 months of expenses in savings and records over $1 million in annual in-kind donations.

E. No CITY funds or assistance.
The highest consideration will be given to applicants that do not receive other funding or any form of assistance from the CITY. While applicants that receive other funding or assistance from the CITY may apply for Grants in Aid funding, the extent of funding or assistance already received in relation to services provided must be considered prior to awarding Grants in Aid funds.

A percentage of the sub-total criteria points will be awarded to Grantees based on the criteria below and the information about past funding / assistance from the CITY that follows.

The applicant has received no award from the CITY within the last 3 years.	**10%**
The applicant has received 1-2 awards from the CITY within the last 3 years.	**7%**
The applicant has received 3-5 awards from the CITY within the last 3 years.	**5%**
The applicant has received between 6-9 awards from the CITY within the last 3 years.	**3%**
The applicant has received 10 or more awards from the CITY within the last 3 years.	**0%**

GRANTEE RECEIPT OF CITY GRANTS

Identify all CITY grants received by Grantee (or Fiscal Sponsor) in the last three (3) years. Information will be verified by the CITY.

1. Grant Activity Name & Contract #: 2500002
   Grant Period: 10/6/2024-1/05/2025 Grant Amount: $150,00
   Grant Purpose: Upscaling of program capacity through community collaboration and training resource team(s)
   Grant Activity Status: X Underway ☐ Completed ☐ Canceled
   Administrating Division:

2. Grant Activity Name & Contract #: 2400002
   Grant Period: 10/07/2023 to 10/06/2024 Grant Amount: $200,000
   Grant Purpose: AccesSurf's ActiveAging and O'ahu's Accessibility Map Project
   Grant Activity Status: ☐ Underway X Completed ☐ Canceled
   Administrating Division:

3. Grant Activity Name & Contract #:
   Grant Period: _____ Grant Amount:
   Grant Purpose:
   Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
   Administrating Division:

4. Grant Activity Name & Contract #:
   Grant Period: _____ Grant Amount:

E. Age Friendly Honolulu (Complete only if applying for the bonus points)
Consideration is to be given to applicants that incorporate the vision and goals of the Age-Friendly Honolulu Program (as codified in ROH Chapter 2, Article 22), including but not limited to (1) enabling residents of all ages to actively participate in activities that keep them socially engaged, healthy, and active; and (2) removing barriers to inclusion for and providing support services to vulnerable residents and/or have physical limitations.

<u>If awarded bonus points for being an Age-Friendly Honolulu project, the Grantee will be subject to additional reporting requirements, including but not limited to name, age, and physical location of seniors being served by the project.</u>

To be eligible for the bonus points as an Age-Friendly Honolulu project an organization must demonstrate the proposal aligns with Age-Friendly Honolulu's priorities by completing the following TWO steps:

1) Go to the following website https://www.hiphi.org/age-friendly-honolulu/ to access an Age-Friendly Honolulu training video. The video should be watched by at least one (1) person from the non-profit organization in a leadership position (Executive Director, Administrator, or equivalent). This video will define an "age-friendly city" and explain what types of projects align with the Age-Friendly Honolulu Vision.

2) Complete the section below by selecting which Age-Friendly Honolulu category best fits the activities of your organization and providing a brief description of how your proposal is an Age-Friendly Honolulu project.

X Enabling Residents of all ages to actively participate in activities that keep them socially engaged, healthy, and active, particularly at the oldest ages

X Providing Kūpuna with meaningful roles in the community, including mentors, volunteers, or through intergenerational programming

X Removing barriers to support community inclusion and accessibility for persons of all abilities.

3) How is your proposal an Age-Friendly Honolulu Project and explain how your organization can meet the additional reporting requirements if awarded? *(2,000 character count limit)*

AccesSurf Hawai'i's (ASH) mission aligns with and meets the Age-Friendly-Honolulu Projects criteria. This GIA project is specifically to upscale our age-friendly program capacity. (1) The project is promoting equity via social isolation and loneliness through meaningful roles, across (dis)abilities and generations, all improving life quality and expectancy, ultimately health equity for PWD and Kūpuna; adding not only years but years spent well to O'ahu's Kūpuna enriching our Keiki's life. (2) This includes Kūpuna in leadership positions (already established), mentoring, but also as participants in transgenerational Ambassador Programming. (3) All ASH programming removes barriers, especially in terms of accessibility, to accessing training and events, participating, volunteering, socializing and more. This project's Ambassador Program is upscaling an evidence-based program.

This project represents all age-friendly categories equally and cannot be limited to one.

ASH has monitoring and evaluation activities in place to report monthly on attendance, zip codes of those attended, photos and evaluations. To join our program, participants and volunteers complete program participant and/or program volunteer forms and waiver before they can register for an event. The form asks for detailed demographic information on each person, including zip codes. We will add an additional category for the Ambassador program, to monitor program participation and audience reach.

Participants and volunteers can only register for an event, if their email address is associated with an account that was created through their form. Each participant needs to pre-register and sign in at event day, both of which can confirm exact numbers of people served.
We have volunteer photographers at each event and we ask community members to take photos to release forms. Additionally, we will evaluate the curriculum and pilot program during this grant.

APPENDIX A: TIER II GRANT PROPOSAL (Grants $25,000 to $150,000)
SOLICITATION NO. RGP-DCS-GIA2026

Instructions: The proposal below must be completed in full. Responses must be provided in the fillable boxes provided. Where annotated, the fillable boxes have predetermined maximum limits on character counts. Letters, numbers, punctuation marks, and spaces are included in the character count limits.

SECTION I
SUMMARY

A. Grantee Legal Name:	Adult Friends for Youth
B. Is Grantee a Fiscal Sponsor?	☐ Yes ☒ No
C. Grant Activity Name:	`O Ke Ala Maluhia (A Pathway to Peace)

D. Briefly describe the Grantee's background, history (including year established), and mission. *(400 character count limit)*

AFY began as a Federal Grant and was incorporated in 1986. We make communities safer places by reducing the violence of high-risk youth. Education is used as a tool to instill hope and create long-term change. Our mission is "Redirecting lives to stop violence to strengthen family and community safety while promoting well-being for all youth so that they can reach their full potential."

E. Briefly describe the Grant Activity and public need being filled. *(400 character count limit)*

This project will serve 40 high-risk youth from Kaimuki to Waianae. The RT Counseling Program will address youths' violence and academic issues. The MAC is a diversion program that prevents youth from entering the Juvenile Justice System. The PEARL Convention raises awareness and prevents bullying and violence on school campuses. All three create safer schools and communities for all residents.

F. Briefly summarize Grant Activity outcomes and measures of success, including number and description of those served. *(400 character count limit)*

This RT Counseling Program and the MAC will serve 40 high-risk youth. Measures of success include reducing/terminating violence, improving academic performance, holistic development, and preventing recidivism in the Juvenile Justice System. The PEARL Convention will serve elementary and middle school students. A satisfaction survey will determine success.

G. Council District
Check all districts that will benefit from the Grant Activity. Provide the amount requested per district. Amounts must be in whole numbers only.

☒ District 1 $21,429	☐ District 2 $0	☐ District 3 $0
☒ District 4 $21,429	☒ District 5 $21,429	☒ District 6 $21,428
☒ District 7 $21,429	☒ District 8 $21,428	☒ District 9 $21,428

Total Amount Requested (must be $25,000 to $150,000)	$150,000

H. Type of Grant Activity (pick ONE category that best reflects the Grant Activity):		
1. Public Services: Projects in this category will support qualified public services and programs for the target populations deemed by the CITY to be most vulnerable.		
☐ A. Public Service – Seniors	☐ B. Public Service - Children	☐ C. Public Service - Disabilities
☐ D. Public Service – Homeless	☐ E. Public Service – Domestic Violence	☐ F. Public Service – Substance Abuse
☐ G. Public Service – Mental Health	☒ H. Public Service – Other (describe): Creating safer schools and communities by reducing/terminating the violence of Oahu's highest-risk youth and youth gang members and diverting target youth from the Juvenile Justice System.	
2. Arts, Culture, Community/Economic Development, and the Environment: Projects in this category will support the sustainable improvement in the well-being and quality of life of local communities, especially low- to moderate income areas.		
☐ A. Arts	☐ B. Culture	☐ C. Community Development
☐ D. Economic Development	☐ E. Environment	

GRANTEE'S CERTIFICATION AND SIGNATURE

The undersigned, subject to personal liability and penalty under applicable law, certifies that he or she: (i) is authorized to sign this Grant Proposal; (ii) personally prepared or reviewed the matters found in this Grant Proposal (including any related documents/attachments); (iii) asserts all statements made in this Grant Proposal (including all attachments) are true, accurate and complete; (iv) has the requisite skills and knowledge to assert the foregoing certification; and (v) has complied and shall continue to comply with all applicable requirements of Chapter 6, Article 29 of the Revised Ordinances of Honolulu 2021, as amended (Link), regarding private organizations receiving grants of public funds from the City and County of Honolulu.

Deborah L.K. Spencer-Chun — 11/15/24

Signature of Grantee (Fiscal Sponsor) Officer — Date
Printed Name and Title: Deborah L.K. Spencer-Chun
President & CEO

CERTIFICATE OF THE BOARD OF DIRECTORS NO OBLIGATIONS IN ARREARS

The undersigned of the Board ("Grantee") hereby certifies that the Grantee or any principal of the Grantee or sponsored organization (where the Grantee is a Fiscal Sponsor) is not in arrears on any financial or other obligation owed to the City & County of Honolulu, a municipal corporation of the State of Hawaii.

(Signature)

Damien Kim
(Print name)

CERTIFICATE OF THE BOARD OF DIRECTORS AUTHORIZATION TO ASSIGN AUTHORITY

The undersigned of the Board ("Grantee") hereby certifies that Deborah L.K. Spencer-Chun (name), President & CEO (title), has been authorized by the Board of Directors to sign proposals, contracts, and related documents on behalf of the Grantee. Accordingly, I hereby assign the authority by the Board to execute proposals, contracts, and contract amendments on behalf of the Grantee, and further certify that the assigned is given the power and authority to do all things necessary to implement, maintain, amend, or renew such contracts, including but not limited to the delegation of signing authority to another employee of the Grantee.

(Signature)

Damien Kim
(Print name)

STATE OF HAWAII)
CITY AND COUNTY OF HONOLULU)

On this 15 day of November, 2024, before me appeared Damien Kim, personally known to me, who, being by me duly sworn, did say that ~~he/~~she is the Chairman of Board of Directors and that the corporation has no corporate seal, and that said instrument was signed in behalf of said corporation by authority of its Board of Directors, and said He acknowledged said instrument to be the free act and deed of said corporation.

Notary Public, State of Hawaii

My Commission expires: 8-2-2025

EDWIN S.Y. HAHN NOTARY PUBLIC No. 09-329 STATE OF HAWAII

Doc. Date: 11-15-24 # Pages: 3
Notary Name: Edwin S.Y. Hahn 1st Circuit
Doc. Description: Certificate of the Board of Directors No Obligations in Arrears

Notary Signature 11-15-24 Date

EDWIN S.Y. HAHN NOTARY PUBLIC No. 09-329 STATE OF HAWAII

Doc. Date: 11-15-24 # Pages 3
Name: Edwin S.Y. Hahn 1st Circuit
Doc. Description: Certificate of the Board of Directors Authorization to Assign Authority

Signature 11-15-24 Date

NOTARY CERTIFICATION

EDWIN S.Y. HAHN NOTARY PUBLIC No. 09-329 STATE OF HAWAII

SECTION II
GRANT ACTIVITY INFORMATION

A. Describe how the community need, stated problem/issue, and target population are effectively validated. The description must include how the public services' target population is vulnerable or how the arts, culture, community/economic development, or environmental activities will especially support low- to moderate-income areas.

1. Provide substantive data and other qualifying information to demonstrate how the problem/issue impacts the target population and is a community priority that needs to be addressed. *(5,000 character count limit)*

Youth violence, including youth gang violence, has become a severe issue for the youth involved as well as the community at large. Experts noted that violent incidents involving youth have escalated as they commonly use weapons, including guns, to harm others.

University of Hawaii criminologist Meda Chesney-Lind found that between 2017 and 2022, Oahu saw an 85% increase in murders. She stated that violent criminals are getting younger and more likely to resort to using weapons versus fists.

A handful of 2024 notable incidents reported in local media included:

- In October, a 17 and 19 year-old were shot at a public housing complex in Kalihi
- In October, an 18 year-old was shot and injured by police after he slashed a 23 year-old with a machete and refused to drop his weapon
- In August, a youth gang member shot a rival as he exited public transportation in Kalihi
- In April, a 20-year-old youth shot and killed a 23-year-old youth in a public housing complex in Kalihi over a gang dispute
- In January, an innocent bystander was shot and killed in his driveway by a stray bullet fired by a 21-year-old
- Recently, there have been 9 shootings on Oahu's Leeward Coast, 4 involving teens

Violence and conflict that occur in the community often spill onto school campuses:

- In December 2023, several large fights occurred at Kapolei High School causing the school to go into lockdown
- In December 2023, a 15-year-old was the victim of an armed robbery on the Nanakuli High School campus
- In October 2023, the high school football game between Castle and Waianae was canceled due to threats toward both schools. Earlier that week Castle High School was placed on lockdown due to an "unauthorized group of students" threatening students on campus

Data suggests it is imperative to address youth violence as early on as there are established cycles of juvenile to adult violence and incarceration.

The Pittsburgh Youth Study found that 52-57% of juvenile delinquents continue to offend up to age 25. "For those who do persist, the transition from adolescence to adulthood is a period of increasing severity of offenses and lethal violence.

Part of creating safer schools and communities entails taking homeless and runaway youth off of the street where they pose a safety risk to themselves and the community. The MAC is a diversion program that prevents youth from entering the juvenile justice system and consequences incurred.

The Annie E. Casey Foundation states, "The preponderance of evidence indicates that youth whose cases are formally processed in juvenile court typically have worse outcomes than similar youth whose cases are handled informally, both in terms of future involvement in the justice system and success in education and employment. This is especially true for youth accused of lower-level misbehavior and those who do not have a long history of arrests."

There is a juvenile-to-adult cycle of incarceration. An MIT study found that 40% of youth who went into juvenile detention ended up in prison by the age of 25. The author stated that an alternative to incarceration is better for the youth and the community.

This project targets the most vulnerable populations from Kaimuki to Waianae. They come from the most impoverished neighborhoods where violence, crime, and drugs are the norm. The vast majority come from historically marginalized populations which include Native Hawaiians, Micronesians, other Pacific Islanders, and Asians.

The communities AFY serves contain large concentrations of public housing projects. According to the Hawaii Public Housing Authority, there are 43 HPHA housing project locations on Oahu. Of the 43, AFY currently provides counseling services to youth from 79% (34/43) of those communities. Many of our youths reside in those projects, including impoverished neighborhoods, homeless encampments, and transitional shelters such as Mayor Wright Homes, Kalihi Valley Homes, Kuhio Park Terrace, Palolo Valley Homes, Pupu'ole Street in Waipahu, Lahaina Street in Waianae, Cedar Farms in Waianae Valley, and the Kealahou Shelter in Kalaeloa. As of December 2024, families from KPT and Kam IV will be relocated. This concerns AFY because the two housing projects have rivalries.

The MAC serves all status-offending youth on the Leeward Coast, HPD District 8. Approximately half of those youth are of Native Hawaiian ancestry. It helps to reduce the disproportionate minority contact in the justice system.

The Office of Hawaiian Affairs shared that in 2018, Hawaii's jails were overcrowded, and "Native Hawaiians disproportionately bear the burden of Hawaii's jail overcrowding issues." A study found that Native Hawaiian youth accounted for 30% of Hawaii's youth population but 46% of detention home admissions. Rates in 2021 showed that Native Hawaiians/Pacific Islanders were incarcerated at a rate of 1,259 per 100,000 inmates. That is a rate of more than 2x African Americans, 4x whites, and 9x Asians (Prison Policy Initiative, 2021).

B. Describe the proposed plan

1. Provide a description of the Grant Activity. This description will be used as the scope of services in the contract. Describe why you chose this Grant Activity and how it will effectively address the community's problem / need. *(3,000 character count limit)*

This project will address youth violence and create safer schools and communities through the following programs.

RT is the foundation for AFY's programs and services. It is evidence-informed and includes trauma-informed care, restorative justice initiatives, and the development of social-emotional/healthy coping skills.

RT Counseling Program

Once youths' violent and destructive behaviors are stabilized, academic achievement is emphasized and utilized as a constructive outlet to support long-term change and build a pathway to future success. As individuals change, they begin to influence those around them. Due to the strength of peer pressure/influence, AFY prefers working in a group setting, however, individual counseling is conducted as needed. AFY is the only agency in Hawaii that works with gangs/natural friendship groups as whole entities.

The counseling program consists of In-School and Neighborhood Counseling Groups. In-school counseling groups are conducted in partnership with DOE school administrators and meet during school hours. Neighborhood counseling groups meet during out-of-school time in communities and are generally comprised of gangs or natural friendship groups.

AFY provides youth with a safe space to let their guard down and be honest. Group discussions allow members to reflect and explore new ways of thinking. Sessions incorporate role-plays and activities that allow them to practice new skills without the fear of being judged. Counseling services include 24/7 crisis intervention and mediation to resolve conflicts as needed.

MAC

The MAC diverts status-offending youth on the Leeward Coast from entering the juvenile justice system. The Leeward Coast has the highest number of status offenses on Oahu. It is conducted in partnership with HPD, District 8. AFY finds that many MAC youth are gang-affiliated and engage in extremely violent behavior.

In addition to diversion, MAC services identify and address the root causes of youth delinquency, connect them with service providers to heal their past trauma, and create safer communities for all residents. The MAC disrupts the school-to-prison pipeline and helps break the cycle of juvenile-to-adult incarceration.

The MAC process: 1. Initial contact 2. Referral to MAC, 3. Intake & Admission 4. Orientation 5. Assessment (Youth Assessment and Screening Instrument) 6. Service Plan 7. Casework 8. Case Conclusion.

PEARL Convention

The PEARL promotes Peace, Empathy, Acceptance, Respect, and Love. It is an anti-bullying/violence event for targeted elementary and middle school students. This annual event helps prevent younger youth from engaging in violence and gang activity. The convention teaches strategies, raises awareness, and finds resolutions to bullying and violence.

Key project activities include community outreach, engagement, assessment, RT counseling, and experiential learning opportunities (education, employment, sports/recreation, new social experience, culture, and community service).

2. Provide measurable outcomes, describe how outcomes are aligned with the purposes and priorities of the Grants in Aid Fund, and describe how outcomes directly benefit the target population. *(3,000 character count limit)*

Public Services should begin with a statement of the number of individuals that the Grant Activity will directly benefit during the Grant Term.

Arts, Culture, Community/Economic Development or Environment should begin with a statement as to how the Grant Activity supports the sustainable improvement in the well-being and quality of life of local communities, especially low to moderate income areas.

This project will serve 40 high-risk youth from Kaimuki to Waianae. The project's measurable outcomes align with the grant's purpose of creating safer schools and communities.

Counseling
80% will reduce/terminate violence
70% will be promoted/graduate from a traditional or alternative education program
80% will participate in an experiential learning opportunity

MAC
80% of eligible youth will receive the YASI Assessment
80% of eligible youth will receive a comprehensive service plan
80% of eligible youth will successfully complete the program
65% of eligible youth who complete the program will not re-offend or become incarcerated

PEARL
AFY will conduct a PEARL Convention
85% of participants will express satisfaction with the event through a follow-up survey

RT Counseling Program
The program reduces/terminates the violence of target youth and allows them to reintegrate into mainstream society. The youth AFY works with can create large-scale havoc, cause schools to go on lockdown, and make communities less safe. Likewise, they can also be great assets by modeling behaviors that teach the younger youth to avoid their mistakes and work toward positive future goals. Educational support services are utilized to break the cycles of joblessness, hopelessness, and poverty to help youth achieve a better life. The program keeps youths engaged in school and off the streets where they get into trouble. Experiential learning opportunities help develop well-rounded youth and expose them to activities they cannot access otherwise.

MAC

The MAC creates safer communities by providing RT services to status-offending youth, the vast majority of whom are referred to the MAC for running away from home. Runaway youth who roam the streets at all hours of the day and night are at a high risk of engaging in criminal behavior that includes violence and robberies that place themselves and community members in danger. MAC services address the mental/emotional health issues that are the root causes of those behaviors to help keep them safe and off of the street where they are the most vulnerable. The MAC provides youth with a chance to turn their life around without a criminal record. Research has consistently shown that even a single encounter with the juvenile justice system significantly increases the likelihood of future incarceration. Members of the HPD have lauded the MAC's effectiveness with target youth and the ease of collaboration between both agencies.

PEARL

The PEARL provides a preventative complement to AFY's intervention services.
The event reaches over 3,000 elementary and middle students. It promotes PEARL: Peace, Empathy, Acceptance, Respect, and Love. The convention spreads awareness of the bullying and violence that occurs on school campuses and provides tools and lessons youth can use to bring PEARL back to their schools and communities and prevent youth violence. AFY youth participate in the event to give back to PEARL and the community.

3. Provide an action plan to achieve the stated measurable outcomes. If the Grant Activity involves a partnership, provide a description of each partner's role. Must include measurable milestones, specific events, or other performance measures appropriate to achieving the outcomes. *(3,000 character count limit)*

Action Plan: To address the mental/emotional health and educational support needs of high-risk youth, redirect the destructive behaviors into constructive behaviors, and prevent youth on the Leeward Coast from entering the Juvenile Justice System

Action 1: Review grant scope of services
Objective: Project staff will understand and execute responsibilities
Milestones: Project staff will be able to articulate elements of the grant\

Action 2: Referral
Objective: Identify target youth for program participation
Milestones: 40 youth will participate in the RT Counseling Program and MAC

Action 3: Assessment
Objective: Assess youths' attitudes, behaviors, environment, and other cues that can help identify youths' risk and protective factors
Milestones: Create an individual service plan for youth with short, mid, and long-term goals. Assessment is continuous, and ISPs are modified as necessary

Action 4: Youth Outreach and Engagement
Objective: Build trust and rapport with youth so they remain active and committed to project services

Milestones: Youth remain active in the project. Positive relationships are developed between project staff and youth

Action 5: RT counseling and MAC services
Objective: RT counseling: To reduce violence and improve academic performance by developing social-emotional learning, healthy coping skills, and positive behaviors relating to their education. MAC: Address root causes of delinquent behavior and prevent recidivism in the Juvenile Justice System. Both programs help heal youth from past trauma.
Milestones: RT counseling: Regular group counseling is conducted and individual counseling sessions are provided as needed. 80% of youth will reduce/terminate violence. 70% will graduate or be promoted in their academic program. MAC: 60% of youth will not reoffend. HPD is responsible for all referrals.

Action 6: Experiential learning opportunities
Objective: To help youth develop holistically by engaging in activities they would otherwise not have access to (education, employment/career, new social experiences, sports/recreation, spiritual/cultural experiences, and community service)
Milestones: 80% of youth will participate in an experiential learning opportunity

Action 7: PEARL Convention (Promoting Peace, Empathy, Acceptance, Respect, and Love)
Objective: To educate elementary and middle school youth across Oahu about the dangers of bullying and violence. To provide youth with resources and tools that teach them how to constructively address situations where bullying and violence are occurring
Milestones: AFY will conduct a PEARL Convention. Youth and teachers will express satisfaction with the event through a post-event survey

Action 9: Grandparent's Meetings
Objective: To provide emotional support to grandparents (or great-grandparents), which includes outreach, assessment, counseling, etc.
Milestone: Grandparent's Meetings will be conducted once a month

4. Provide a budget narrative that explains how the budget in Section III will achieve the desired outcomes. *(3,000 character count limit)*

Staffing: Direct service to youth is the most important element of our work. An internal time study/audit performed by AFY determined that, on average, it takes one Redirectional Specialist (RS) roughly 6 hours per week (including preparation, counseling, and write-up/analysis) to service one group of 8-10 youth, less if group sizes are restricted. In certain cases, due to the nature of the group, multiple specialists may be required. All direct staff are trained in trauma-informed care and restorative justice and possess or are working toward a degree in a social work-related field. Administrative staff support the work of direct staff.

Professional Services: For accounting, auditing, and payroll services, as well as professional services for the PEARL

Office Rent and Maintenance: Occupancy costs are for space required for counseling services, such as group and individual counseling sessions, youth activities, community service activities, mediation sessions, etc. AFY has increased the use of our office space to provide critical counseling program services to our youth.

Consumable Office Supplies: Office supplies are directly allocated to this project based on actual utilization.

Equipment Rental: Costs for printer rental for progress, assessment, and grant reporting about this project.

Program Activities Supplies: These are essential for project activities to achieve the goals and objectives stated in the proposal. Costs include food as therapy, activities, school or program fees, youth stipends, membership, technology, etc.

Mileage and Parking: Accessibility and transportation are among the biggest barriers preventing vulnerable youth from getting the help they need. To overcome that barrier, AFY has three 15-seat passenger vans and two other vehicles that are used to bring our services to the youth. Vans are also used for experiential learning opportunities and to respond to crisis calls from schools and communities 24/7.

Travel: for Out-of-State staff training. See below for more descriptions of Program Activities/Supplies.

Conference/Training: For staff training

Telecommunications: Allows program staff to keep connected with youth, collateral contacts, and other staff for work purposes.

Insurance: AFY keeps up-to-date insurance policies, including General Liability and Automobile coverage, that are in line with the C&C GIA requirements. These policies are essential to keeping program staff and clients protected in the case of an accident.

Vehicle Maintenance & Repair: to maintain program vehicles that transport youth and families.

Data Management System: To help identify demographics, spot trends, and contain all reports, assessments, and individual service plans for youth.

Youth Assessment Screening Instrument (YASI) – An assessment tool that identifies and measures youths' risk and protective factors and is used to create individual service plans for youth.

5. Provide a timeline that is complete, realistic and appropriate to achieve the desired outcomes. This timeline should also be reflected in Section IV. *(3,000 character count limit)*

RT Counseling Program Timeline

	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct
Referrals	x	x	x	x	x	x	x	x	x	x	x	x
Assessment: (Environmental, Individual, Group)	x	x	x	x	x	x	x	x	x	x	x	x
Youth Outreach & Engagement	x	x	x	x	x	x	x	x	x	x	x	x
RT Counseling		x	x	x	x	x	x	x	x	x	x	x
Experiential Learning		x	x	x	x	x	x	x	x	x	x	x
Grandparents Meetings	x	x	x	x	x	x	x	x	x	x	x	x

Referrals come from various stakeholders, including HIDOE administrators, HPD, legislators, the judiciary, etc., as well as AFY's MAC and MEC. Youth may participate in the program throughout the grant project.

MAC Timeline

	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct
Initial Parent/Guardian Contact	x											
Outreach, Intake, and Assessment	x	x										
Service Planning – Individual Plan		x	x									
Monitoring/Follow-up, Case Work, and Proper Documentation		x	x	x	x	x	x	x	x	x	x	
AFY RT Counseling Services (if needed)		x	x	x	x	x	x	x	x	x		
Case Closure						x	x	x	x	x	x	x

Referrals come from the Honolulu Police Department, D8

PEARL Convention Timeline

Month	Action
March	Implementation of hybrid PEARL Convention
April	Collect and gather evaluations from schools
May	Convention Evaluation Meeting
June	Secure venue and dates for the next PEARL Convention
July	Planning of the next PEARL Convention
August	Solicit for donors and sponsorship

September	Conduct a second planning meeting Send flyers/invitation letters to school principals and student activity coordinators
October	Begin working with AFY youth
November	Conduct third planning meeting
December	Begin preparation for the convention
January	Conduct a fourth planning meeting
February	Preparation of PEARL Conventions and final planning meeting

The PEARL Committee executes the event's planning year-round. The event is completely free of charge to all participants.

C. Provide evidence of the agency's ability to perform the proposed grant activity through past performance, current capacity and/or plan to acquire the capacity to perform.

1. Provide data that demonstrates proven success in offering the same, similar, or related activities to achieve the proposed outcomes. *(3,000 character count limit)*

Since 1986, AFY has provided RT services to high-risk youth that address their mental/emotional health needs. Since 2018, AFY has partnered with HPD to prevent youth from entering the Juvenile Justice System. Youth outreach and engagement are core components that make AFY's work successful. We have the experience and ability to build trust and rapport with youth that many others find unmanageable and have given up on. AFY serves youth who come from disadvantaged backgrounds and are from underserved/marginalized communities. Violence is an everyday part of the environment in which they live.

AFY is the only agency in the state that works with youth gangs/natural friendship groups as whole entities. To transform the life of one youth, we need to also change the people around them. A major advantage of working with an entire gang is the strength of peer influence. Members exert peer pressure on each other and reinforce positive and constructive behaviors. AFY has worked with approximately 2,000 gang members from over 90 gangs, 70 of which are no longer active, highlighting our success.

AFY has been recognized for its work in the field of Youth Development. Recently, AFY received The Frederic Milton Thrasher Award at the National Gang Crime Research Center Conference. At the same conference, two years in a row, AFY's President, Deborah Spencer-Chun was recognized with the Spirit Award for her work in the for her work in the field of gang prevention.

2024 Program Stats:

RT Counseling

- 275 youth served
- 89% (237/275) of youths reduced or terminated their violence

- 71% (187/265) of youths successfully graduated or were promoted to the next grade level
- 89% (245/275) of youths participated in an experiential learning opportunity

MAC

- 366 Citations (youth can have multiple citations)
- 248 Unduplicated youth
- 97% Runaway
- 55% Females, 40% Males
- 45% Native Hawaiian Youth
- 14% Recidivism Rate (Active cases that receive multiple citations)

PEARL Convention

Student Evaluation Results:

- 97% felt that PEARL helped them understand what bullying, cyberbullying, and violence are.
- 93% felt that they learned how bullying and teasing can hurt others.
- 94% felt that they learned the consequences of bullying and violence.

Student Comments:

- *I learned many facts on how to be a better person!*
- *I loved how PEARL taught me life lessons I can use in my everyday life.*
- *Brings adults + kids together*

Teacher Comments:

- *Thank you! PEARL promotion is very much needed amongst our youth!*

The convention's effectiveness regarding *the variation of activities – video, music, different speakers, the hands-on activities*

2. Describe the applicant's capacity to successfully achieve the proposed outcomes.
OR
Provide a plan to acquire the capacity to successfully achieve the proposed outcomes (including how the applicant has acquired similar capacity in the past).

Responses should include organizational knowledge, staffing, fiscal resources, facilities and other resources, stakeholders and relationships, and other relevant resources. *(3,000 character count limit)*

Org. Knowledge

RT is the platform for AFY's work. It has a practice/philosophical framework that has been field-tested for 38 years. It is designed to work with violent youth with severe behavioral issues who are at a high risk of academic failure. RT is taught to all staff when they are hired. Weekly meetings reinforce RT and allow staff to share experiences and learned knowledge throughout the agency. Key staff regularly attend training conferences to enhance AFY's knowledge base. Key staff sit in working groups, which allows them to learn more about our target population.

Staffing

AFY's administrative team comprises a Pres., V.P., Director of Operations, and a Director and Asst. Director of Redirectional Services. Together, they have over 90 years of experience serving high-risk youth with AFY. They are responsible for all aspects of the agency, including training and development. They meet to evaluate service delivery and outcomes and youth performance data to identify areas of improvement. Direct staff are responsible for providing services, collecting data on the youth, and generating assessment and progress reports.

Fiscal Resources

AFY is consistently financially solvent. We do not rely on funding from one or a few sources; instead, we engage a diverse array of funding opportunities, including Federal, State, C&C, private foundations, corporate foundations, and individual donors. We also conduct fundraisers throughout the year, which account for roughly 20% of our annual operating budget.

Facilities

AFY's office is used to conduct administrative functions and host youth for RT services, including counseling and mediation. The office is always open to youth and provides them with a safe space to decompress, etc. It is centrally located, ADA-compliant, and easily accessible by car or public transportation. Electronic and physical data are securely stored. DOE schools also provide AFY with facilities to use to conduct counseling services on campus.

Stakeholders/Relationships include but are not limited to:

- HIDOE – Provides facilities, access to student records, and communication with school administrators and complex superintendents for project purposes
- C&C Youth Service Centers – Youth Build – Provides workforce training and alternative education certificates
- Liliuokalani Trust – Provides culturally based (Hawaiian) educational programming
- Kinai 'Eha – provides culturally based programming and job training opportunities
- Attorney General's Office – Provides data on youth violence. They are also on the PEARL Planning Committee (PCCM)

HPD – In partnership, we prevent and intervene in potentially violent situations within the community. This partnership helps target youth to view police as human beings and not simply law enforcement. HPD District 8 provides referrals to the MAC. They are also part of the Youth Task Force and help plan the PEARL Convention. (PCCM)

D. Describe the applicant's sustainability and/or additional long-term benefit to the community

1. Provide a plan for sustaining and / or expanding activities beyond the applicable grant period. *(2,000 character count limit)*

To sustain the program and provide long-term benefits to the community, AFY utilizes a diversified funding strategy that includes funding from city, state, and federal government sources, as well as private foundations, corporations, and donations. We also hold

fundraisers throughout the year. The hallmark event is our Annual Celebration of Youth, which entertains 500 guests. This grant award would enhance AFY's ability to serve additional youth who need our services.

AFY takes every opportunity to share our message with the public and increase our community reach for networking and donor opportunities. We also have an influential Board of Directors who use their networks to garner support for the youth we serve. Board members come from diverse professional backgrounds and play an important role in obtaining funding. AFY is constantly engaging and interacting with the community and with key stakeholders. Those stakeholders constantly communicate the need for AFY's programs, which help to bring recognition and credibility to the services we provide.

Program sustainability also involves the retention and recruitment of qualified staff who can relate to and create bonds with target youth. AFY's administrative team provides a supportive and challenging environment to those who have a passion for this work. Partnerships with universities and colleges provide students with internships at AFY that often lead to candidates for employment. Volunteers from different backgrounds (i.e. former clients, university students, etc.) also contribute their knowledge and skill sets to achieve agency goals.

The long-term sustainability of AFY and our programs/services allow us to provide the City & County of Honolulu with long-term benefits. We help to break the devastating cycles that affect families for generations and generations, thereby healing entire communities. Those cycles include violence, victimization, incarceration, and the school-to-prison pipeline.

2. Describe the applicant's capacity and resources to carry out the above plan (staffing, funding, etc.) beyond the grant period. *(2,000 character count limit)*

Part of sustainability includes leveraging AFY's human capital to achieve our mission. AFY has created a team for every youth group to wrap around the group. To support our Redirectional Specialists (RS), who lead and conduct the bulk of the direct services, we have Redirectional Associates (RA) who assist RS with their group counseling activities and writers who produce and prepare reports, etc. This way, the RS can remain in the field as long as possible to service the youth instead of being tied up with paperwork.

AFY has gained an understanding of our clientele, and we understand our niche. We do not provide services outside of our expertise. Instead, we utilize community partnerships to provide the needed supplementary services to youth. Key stakeholders that we currently work with include but are not limited to DOE Complex Superintendents/Principals, HPD, the Attorney General's Office, the judiciary, and other organizations. AFY's President serves on the following task forces: Women's Prison Project, the Visitor's Public Safety Committee, the Family Reunification Working Group (incarceration), the Juvenile Justice Oversight Council, the Board of Education Policy on Health and Wellness Working Group, The Committee on Act 271, and the Workforce Development Council: Youth Committee. These groups provide AFY with extra insight into the needs and issues that affect target youth.

Funding is also an important component of the stated plan. The grant team, which includes the president, CEO, Director of Operations, and Grant Coordinator, works year-round to identify

and create individualized grant proposals for public and private entities that are aligned with AFY's mission and vision. Our President/CEO works closely with the Board to communicate AFY's mission and vision to the public to expand funding opportunities. We have been featured in local news stories and Op-Eds. AFY also utilizes social media to broaden its reach.

E. No CITY funds or assistance.
The highest consideration will be given to applicants that do not receive other funding or any form of assistance from the CITY. While applicants that receive other funding or assistance from the CITY may apply for Grants in Aid funding, the extent of funding or assistance already received in relation to services provided must be considered prior to awarding Grants in Aid funds.

A percentage of the sub-total criteria points will be awarded to Grantees based on the criteria below and the information about past funding / assistance from the CITY that follows.

The applicant has received no award from the CITY within the last 3 years.	**10%**
The applicant has received 1-2 awards from the CITY within the last 3 years.	**7%**
The applicant has received 3-5 awards from the CITY within the last 3 years.	**5%**
The applicant has received between 6-9 awards from the CITY within the last 3 years.	**3%**
The applicant has received 10 or more awards from the CITY within the last 3 years.	**0%**

GRANTEE RECEIPT OF CITY GRANTS

Identify all CITY grants received by Grantee (or Fiscal Sponsor) in the last three (3) years. Information will be verified by the CITY.

1. Grant Activity Name & Contract #: C&C GIA CT-DCS-2500003
   Grant Period: 10/1/2024-9/30/2025 Grant Amount: $74,556
   Grant Purpose: To provide Redirectional Therapy counseling and MAC services to high-risk youth and to conduct the PEARL Convention
   Grant Activity Status: ☒ Underway ☐ Completed ☐ Canceled
   Administrating Division: DCS

2. Grant Activity Name & Contract #: C&C GIA CT-DCS-2300001
   Grant Period: 11/1/2022-12/31/2023 Grant Amount: $190,000
   Grant Purpose: To provide Redirectional Therapy counseling services to high-risk youth and to conduct the PEARL Convention
   Grant Activity Status: ☐ Underway ☒ Completed ☐ Canceled
   Administrating Division: DCS

3. Grant Activity Name & Contract #: C&C GIA CT-DCS-2200004
   Grant Period: 11/1/2021-10/31/2022 Grant Amount: $200,000
   Grant Purpose: To provide Redirectional Therapy counseling services to high-risk youth
   Grant Activity Status: ☐ Underway ☒ Completed ☐ Canceled
   Administrating Division: DCS

4. Grant Activity Name & Contract #: C&C Gang Diversion CT-DCS-2100192
   Grant Period: 5/1/2021-7/31/2022 Grant Amount: $150,000

Grant Purpose: To prevent, control, and reduce violent crime, drug abuse, and gang activity

Grant Activity Status: ☐ Underway ☒ Completed ☐ Canceled
Administrating Division: DCS

5. Grant Activity Name & Contract #: _____
   Grant Period: _____ Grant Amount: _____
   Grant Purpose: _____
   Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
   Administrating Division: _____

6. Grant Activity Name & Contract #: _____
   Grant Period: _____ Grant Amount: _____
   Grant Purpose: _____
   Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
   Administrating Division: _____

7. Grant Activity Name & Contract #: _____
   Grant Period: _____ Grant Amount: _____
   Grant Purpose: _____
   Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
   Administrating Division: _____

8. Grant Activity Name & Contract #: _____
   Grant Period: _____ Grant Amount: _____
   Grant Purpose: _____
   Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
   Administrating Division: _____

9. Grant Activity Name & Contract #: _____
   Grant Period: _____ Grant Amount: _____
   Grant Purpose: _____
   Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
   Administrating Division: _____

10. Grant Activity Name & Contract #: _____
    Grant Period: _____ Grant Amount: _____
    Grant Purpose: _____
    Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
    Administrating Division: _____

E. Age Friendly Honolulu (Complete only if applying for the bonus points)
Consideration is to be given to applicants that incorporate the vision and goals of the Age-Friendly Honolulu Program (as codified in ROH Chapter 2, Article 22), including but not limited to (1) enabling residents of all ages to actively participate in activities that keep them socially engaged, healthy, and active; and (2) removing barriers to inclusion for and providing support services to vulnerable residents and/or have physical limitations.

If awarded bonus points for being an Age-Friendly Honolulu project, the Grantee will be subject to additional reporting requirements, including but not limited to name, age, and physical location of seniors being served by the project.

To be eligible for the bonus points as an Age-Friendly Honolulu project an organization must demonstrate the proposal aligns with Age-Friendly Honolulu's priorities by completing the following TWO steps:

1) Go the following website https://www.hiphi.org/age-friendly-honolulu/ to access an Age-Friendly Honolulu training video. The video should be watched by at least one (1) person from the non-profit organization in a leadership position (Executive Director, Administrator, or equivalent). This video will define an "age-friendly city" and explain what types of projects align with the Age-Friendly Honolulu Vision.

2) Complete the section below by selecting which Age-Friendly Honolulu category best fits the activities of your organization and providing a brief description of how your proposal is an Age-Friendly Honolulu project.

☒ Enabling Residents of all ages to actively participate in activities that keep them socially engaged, healthy, and active, particularly at the oldest ages

☐ Providing Kupuna with meaningful roles in the community, including mentors, volunteers, or through intergenerational programming

☒ Removing barriers to support community inclusion and accessibility for persons of all abilities.

3) How is your proposal an Age-Friendly Honolulu Project and explain how your organization can meet the additional reporting requirements if awarded? *(2,000 character count limit)*

AFY conducts "Grandparents Meetings" to support grandparents (and great-grandparents) who have taken on the responsibility of surrogate parenting. These "get-togethers" keep kupuna socially engaged and remove barriers to community inclusion by providing them with transportation services, etc. They create a social network of support for kupuna and provide a respite from daily responsibilities and stressors. Also, AFY staff share any potential resources or tools that enhance positive coping mechanisms.

Grandparents Meetings are a form of group therapy. AFY applies our counseling expertise to our work with Kupuna. We organize grandparents' meetings and provide them with a safe space to interact with other Kupuna with similar challenges. They share stories and realize that they are not alone in their struggles raising grandchildren. There is solidarity and strength in numbers.

At first, meetings consisted of grandparents venting and complaining about their grandchildren's outrageous behavior. Over time, with the facilitation of AFY staff, meetings became more constructive. In addition to providing a safe space to vent, meetings allowed grandparents to listen to and learn from one another to better deal with common issues. Meetings helped them understand their grandchild's perspective better, which provided them with comfort, patience, and an improved ability to communicate with them. In addition, participants take this opportunity to unwind, laugh, and joke with each other. For some, this is the only opportunity they have to put themselves first. These meetings truly provide participants with a positive coping mechanism that helps them live a rewarding life as senior citizens.

AFY will be able to meet additional reporting requirements as all meetings are logged and topics of discussion are noted. We can also collect quantitative or qualitative data from participants through surveys or interviews.

Proposal 4

AAPPENDIX A: TIER II GRANT PROPOSAL (Grants $25,000 to $150,000)
SOLICITATION NO. RGP-DCS-GIA2026

Instructions: The proposal below must be completed in full. Responses must be provided in the fillable boxes provided. Where annotated, the fillable boxes have predetermined maximum limits on character counts. Letters, numbers, punctuation marks, and spaces are included in the character count limits.

SECTION I
SUMMARY

A. Grantee Legal Name:	African American Diversity Cultural Center Hawaii dba Obama Hawaiian Africana Museum
B. Is Grantee a Fiscal Sponsor?	☐ Yes ☒ No
C. Grant Activity Name:	Hawaiian Africana Youth Enrichment Program (HAYEP)/Kupuna Component

D. Briefly describe the Grantee's background, history (including year established), and mission. *(400 character count limit)*

The Obama Hawaiian Africana Museum was founded in October 1997 under the parent name "African American Diversity Cultural Center Hawaii." The Obama Museum operates exclusively for charitable and educational purposes with Internal Revenue Certification 501(c)(3) nonprofit status. The museum's name honors the Birthplace & Childhood of the 44th United States President.

E. Briefly describe the Grant Activity and public need being filled. *(400 character count limit)*

The Obama Museum community outreach program "HAYEP"/ with a Kupuna Component engages students in talk story sessions in-school social studies and history classrooms that gives them valuable knowledge about their life and share living experiences to help students build resilience and enhance culturally informed practices to strength their health and well-being to function in an ethnically diverse world today.
Over the past ten (10) years, we have engaged an amalgamation of diverse cultural heritages of students (Native Hawaiian, Pacific Islanders, Hawaiian Africana, Filipino, Asian, and Portuguese.) Additionally, the HAYEP curriculum presents the grassroot indigenous Hawaii history that includes the early settlers of Africana descent history dating back to the 1700s before Captain Cook arrived in 1778.

F. Briefly summarize Grant Activity outcomes and measures of success, including number and description of those served. *(400 character count limit)*

The program outcomes: We have served over 10,000 students in grades 7th to 9th. During every class session, students form a circle around the room, attendance is taken, and introductions follows. The program educator outlines the session topic then invite students to discuss it in groups of 5 for 15 minutes before returning to the circle to share their viewpoints. After each class session student were given three (3) survey questions to answer about what they learned from discussion. The responses were overwhelmingly inspiring and powerful.

G. Council District **Check all districts that will benefit from the Grant Activity. Provide the amount requested per district. Amounts must be in <u>whole</u> numbers only.**		
☒ District 1 $26.733	☐ District 2 $	☐ District 3 $
☐ District 4 $	☒ District 5 $26,733	☐ District 6 $
☒ District 7 $26,734	☐ District 8 $	☐ District 9 $
Total Amount Requested (must be $25,000 to $150,000)	$80,200	

H. Type of Grant Activity (pick <u>ONE</u> category that best reflects the Grant Activity):		
1. Public Services: Projects in this category will support qualified public services and programs for the target populations deemed by the CITY to be most vulnerable.		
☐ A. Public Service – Seniors	☒ B. Public Service - Children	☐ C. Public Service - Disabilities
☐ D. Public Service – Homeless	☐ E. Public Service – Domestic Violence	☐ F. Public Service – Substance Abuse
G. Public Service – Mental Health	☐ H. Public Service – Other (describe):	
2. Arts, Culture, Community/Economic Development, and the Environment: Projects in this category will support the sustainable improvement in the well-being and quality of life of local communities, especially low- to moderate income areas.		
☐ A. Arts	☐ B. Culture	☐ C. Community Development

☐ D. Economic Development	☐ E. Environment	

GRANTEE'S CERTIFICATION AND SIGNATURE

The undersigned, subject to personal liability and penalty under applicable law, certifies that he or she: (i) is authorized to sign this Grant Proposal; (ii) personally prepared or reviewed the matters found in this Grant Proposal (including any related documents/attachments); (iii) asserts all statements made in this Grant Proposal (including all attachments) are true, accurate and complete; (iv) has the requisite skills and knowledge to assert the foregoing certification; and (v) has complied and shall continue to comply with all applicable requirements of Chapter 6, Article 29 of the Revised Ordinances of Honolulu 2021, as amended (Link), regarding private organizations receiving grants of public funds from the City and County of Honolulu.

Deloris Guttman

Signature of Grantee (Fiscal Sponsor) Officer
Printed Name and Title: Deloris Guttman,
President/Museum Director

November 11, 2024

Date

CERTIFICATE OF THE BOARD OF DIRECTORS NO OBLIGATIONS IN ARREARS

The undersigned of the Board ("Grantee") hereby certifies that the Grantee or any principal of the Grantee or sponsored organization (where the Grantee is a Fiscal Sponsor) is not in arrears on any financial or other obligation owed to the City & County of Honolulu, a municipal corporation of the State of Hawaii.

Deloris Guttman
(Signature)

Deloris Guttman
(Print name)

CERTIFICATE OF THE BOARD OF DIRECTORS AUTHORIZATION TO ASSIGN AUTHORITY

The undersigned of the Board ("Grantee") hereby certifies that ___Deloris Guttman_(name), President/Museum Director(title), has been authorized by the Board of Directors to sign proposals, contracts, and related documents on behalf of the Grantee. Accordingly, I hereby assign the authority by the Board to execute proposals, contracts, and contract amendments on behalf of the Grantee, and further certify that the assigned is given the power and authority to do all things necessary to implement, maintain, amend, or renew such contracts, including but not limited to the delegation of signing authority to another employee of the Grantee.

Deloris Guttman
(Signature)

Deloris Guttman
(Print name)

STATE OF HAWAII)
CITY AND COUNTY OF HONOLULU)

On this 19TH day of NOVEMBER, 2024, before me appeared DELORIS GUTTMAN, personally known to me, who, being by me duly sworn, did say that he/she is the PRESIDENT of African American Diversity Cultural Ctr Hawaii and that the corporation has no corporate seal, and that said instrument was signed in behalf of said corporation by authority of its Board of Directors, and said SHE acknowledged said instrument to be the free act and deed of said corporation.

RODNEY S. NAGASAKO NOTARY PUBLIC No. 10-286 STATE OF HAWAII

Notary Public, State of Hawaii
Rodney S. Nagasako
My Commission expires: SEP 05 2026

Doc. Date: NOV 19 2024 # Pages 1
Name: RODNEY S. NAGASAKO 1ST Circuit
Doc. Description: CERTIFICATE OF THE BOARD OF DIRECTORS AUTHORIZATION TO ASSIGN AUTHORITY

Signature NOV 19 2024 Date

NOTARY CERTIFICATION

RODNEY S. NAGASAKO NOTARY PUBLIC No. 10-286 STATE OF HAWAII

My Commission Expires: SEP 05 2026

SECTION II
GRANT ACTIVITY INFORMATION

A. Describe how the community need, stated problem/issue, and target population are effectively validated. The description must include how the public services' target population is vulnerable **or how the arts, culture, community/economic development, or environmental activities will especially support low- to moderate-income areas.**

1. **Provide substantive data and other qualifying information to demonstrate how the problem/issue impacts the target population and is a community priority that needs to be addressed.** ***(5,000 character count limit)***

The schools that the "Hawaiian Africana Youth Enrichment Program" have been implemented were in low to moderate income communities (James Campbell High School, Radford High School, Castle High School, and Moanalua Middle School.) The target population in these schools consist of all ethnic groups. The curriculum topics coincided with the Department of Education Standards.

The HAYEP activities engage students' in writing script to develop their imagination, intellectual capacity that stimulate their emotions and critical thinking skills. In small groups of 5 sessions, student shared their feelings about the given topic to be discussed with their peers, demonstrating the power of 'awe' that open new perspectives inspiring hope and aspiration. Emotional learning is a cornerstone (human factor) that is necessary for students' academic and career success producing leaders for tomorrow.

B. Describe the proposed plan

1. Provide a description of the Grant Activity. This description will be used as the scope of services in the contract. Describe why you chose this Grant Activity and how it will effectively address the community's problem / need. *(3,000 character count limit)*

Since the onset of the COVID-19 pandemic that disrupted students learning resulting in significant learning loss and an increase in mental health challenges, we are expanding the social emotional learning (SEL) model into our "Hawaiian Africana Youth Enrichment Program (HAYEP)/Kupuna Component with DOE school initiative. The framework supports positive development of youth bridging critical counterbalance to help students focus on academic achievement by positioning themselves in a holistic approach that is beneficial to health and well-being.

HAYEP's in classroom focus includes three core competencies: 1) engage students in writing to share their personal reflections and feelings at the beginning of each class session; 2) Relationship skills, feelings of safety, pride, and connectedness within the school and build on the student's sense of belonging at school; and 3) Engage students in exchange of ideas to emphasize the 4C's: a) critical thinking; b) collaboration; c) communication; d) creativity. These are the core skills needed in today's society & workforce.

2. Provide measurable outcomes, describe how outcomes are aligned with the purposes and priorities of the Grants in Aid Fund, and describe how outcomes directly benefit the target population. *(3,000 character count limit)*

Public Services should begin with a statement of the number of individuals that the Grant Activity will directly benefit during the Grant Term.

Arts, Culture, Community/Economic Development or Environment should begin with a statement as to how the Grant Activity supports the sustainable improvement in the well-being and quality of life of local communities, especially low to moderate income areas.

The measurable outcomes for students who participate in SEL classes have higher grade test scores, better school attendance, and complete homework assignments on time. Additionally, SEL students obtain more positive social behaviors, empathy, cooperation, and getting along with others. It also reduces conduct problems like bullying, fighting, and disruptive behavior.

These outcomes are aligned with the Grants in Aid Fund which directly benefit the target population in low to middle income communities. Most importantly, the Grant activities supports the sustainable improvement in the well-being and quality of life of the local communities in low and moderate income population.

Positive behaviors

Provide an action plan to achieve the stated measurable outcomes. If the Grant Activity involves a partnership, provide a description of each partner's role. Must include measurable milestones, specific events, or other performance measures appropriate to achieving the outcomes. *(3,000 character count limit)*

Action Plan To Achieve Measurable Outcomes

1. Create a supportive classroom environment that help to students feel safe.
2. Engage students in activities to build SEL skills
3. fostering collaboration with parents to reinforce learning at home
4. Focus on building self-awareness, self-management, social awareness, relationship skills, and responsible decision.

These five (5) competencies that articulate what students should know for academic success, school and civic engagement, health and wellness, and fulfilling careers.

We believe it is beneficial for community organizations to work with schools to integrate SEL throughout the academic curricula and culture in addition to collaborating with families to establish authentic family and community

partnerships. establish authentic family and community partnerships/

4. Provide a budget narrative that explains how the budget in Section III will achieve the desired outcomes. *(3,000 character count limit)*

Budget Narrative
The board of directors, operations 2024 budget is under $100,000 included a part-time program educator, two kupunu volunteers, and community volunteers who are involved in the organization's outreach community program. The Obama Museum is in the Hawaii National Bank building second floor at 1311 Kapiolani Boulevard since 2000. On the GIA Budget page, under secured funds, the organization has on hand $23,600. The organization volunteer administrator in charge of the day to day operations with board of directors' guidance and assistance.

5. Provide a timeline that is complete, realistic and appropriate to achieve the desired outcomes. This timeline should also be reflected in Section IV. *(3,000 character count limit)*

Timeline
2025 DOE School Year. Social studies and history teachers in middle and high school invite the organization to share the HAYEP in their school every calendar year. In addition to the GIA Funding, we received a
Federal grant grant from the Institute for Museum for Library Studies

C. Provide evidence of the agency's ability to perform the proposed grant activity through past performance, current capacity and/or plan to acquire the capacity to perform.

1. Provide data that demonstrates proven success in offering the same, similar, or related activities to achieve the proposed outcomes. *(3,000 character count limit)*

Agency's Ability Expedite the Grant Activities
In 2018, the organization was granted GIA Funds in amount of $75,000 to develop and implement the "Hawaiian African Youth Enrichment Program (HAYEP). The program was Implemented at the following schools: James Campbell, Radford, Castle High schools and Moanalua Middle School classrooms. At the completion of the GIA grant, the organization continued to conduct in-school classroom sessions with part-time staff, volunteers, and student interns. During the COVID Pandemic period, the program was modified and conducted via zoom. In 2021, we conducted sessions in classrooms and zoom.

The board of directors decided that it's the organization's kuleana to the community to provide services to help adolescent students to acquire self-management advocacy social emotional skills to strength and regulate their actions.

2. Describe the applicant's capacity to successfully achieve the proposed outcomes.
   OR
   Provide a plan to acquire the capacity to successfully achieve the proposed outcomes (including how the applicant has acquired similar capacity in the past).

   Responses should include organizational knowledge, staffing, fiscal resources, facilities and other resources, stakeholders and relationships, and other relevant resources. *(3,000 character count limit)*

Oganization Capacity to Achieve Outcomes

The organization's volunteers and part-time staff have been conducting and implementing the Hawaiian Africana Youth Enrichment Program in schools and via zoom for the past ten (10) years. We have received numerous requests from public school teachers to share the program in their classrooms. The collected data from classroom surveys

The HAYEP curriculum meets the Department of Education core standards. The organization on site location is in Hawaii National Bank building at 1311 Kapiolani Boulevard, Suites 203/207, Honolulu, Hawaii 96814.

D. Describe the applicant's sustainability and/or additional long-term benefit to the community

1. Provide a plan for sustaining and / or expanding activities beyond the applicable grant period. *(2,000 character count limit)*

Organization Sustainability Long Term
The board of directors has identified 2 major local corporate businesses to secure a minimum of $250,000 to 500,000 within the next 24 months to continue its goal beyond the funding period. This is part of the directors 3 to 5-year transition strategic sustainability plan. Since the organization added the name of the 44th U.S. President Obama to honor his birthplace, our donor and membership lists has increased steadily. Additionally, members of the board are exploring diverse revenue streams to ensure the organization has financial viability.

2. Describe the applicant's capacity and resources to carry out the above plan (staffing, funding, etc.) beyond the grant period. *(2,000 character count limit)*

The applicant's capacity and resources to carry out the above plan
The board of directors, operations 2024 budget is under $100,000 included a part-time program educator, two kupunu volunteers, and community volunteers who are involved in the organization's outreach community program. The Obama Museum is in the Hawaii National Bank building second floor at 1311 Kapiolani Boulevard since 2000. On the GIA Budget page, under secured funds, the organization has on hand $23,600. The organization volunteer administrator in charge of the day to day operations with board of directors' guidance and assistance.

E. No CITY funds or assistance.
The highest consideration will be given to applicants that do not receive other funding or any form of assistance from the CITY. While applicants that receive other funding or assistance from the CITY may apply for Grants in Aid funding, the extent of funding or assistance already received in relation to services provided must be considered prior to awarding Grants in Aid funds.

A percentage of the sub-total criteria points will be awarded to Grantees based on the criteria below and the information about past funding / assistance from the CITY that follows.

The applicant has received no award from the CITY within the last 3 years.	**10%**
The applicant has received 1-2 awards from the CITY within the last 3 years.	**7%**
The applicant has received 3-5 awards from the CITY within the last 3 years.	**5%**
The applicant has received between 6-9 awards from the CITY within the last 3 years.	**3%**
The applicant has received 10 or more awards from the CITY within the last 3 years.	**0%**

GRANTEE RECEIPT OF CITY GRANTS

Identify all CITY grants received by Grantee (or Fiscal Sponsor) in the last three (3) years. Information will be verified by the CITY.

1. Grant Activity Name & Contract #: _____
   Grant Period: _____ Grant Amount: _____
   Grant Purpose: _____
   Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
   Administrating Division: _____

2. Grant Activity Name & Contract #: _____
   Grant Period: _____ Grant Amount: _____
   Grant Purpose: _____
   Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
   Administrating Division: _____

3. Grant Activity Name & Contract #: _____
   Grant Period: _____ Grant Amount: _____
   Grant Purpose: _____
   Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
   Administrating Division: _____

4. Grant Activity Name & Contract #: _____
   Grant Period: _____ Grant Amount: _____
   Grant Purpose: _____

E. Age Friendly Honolulu (Complete only if applying for the bonus points)
Consideration is to be given to applicants that incorporate the vision and goals of the Age-Friendly Honolulu Program (as codified in ROH Chapter 2, Article 22), including but not limited to (1) enabling residents of all ages to actively participate in activities that keep them socially engaged, healthy, and active; and (2) removing barriers to inclusion for and providing support services to vulnerable residents and/or have physical limitations.

If awarded bonus points for being an Age-Friendly Honolulu project, the Grantee will be subject to additional reporting requirements, including but not limited to name, age, and physical location of seniors being served by the project.

To be eligible for the bonus points as an Age-Friendly Honolulu project an organization must demonstrate the proposal aligns with Age-Friendly Honolulu's priorities by completing the following TWO steps:

1) Go the following website https://www.hiphi.org/age-friendly-honolulu/ to access an Age-Friendly Honolulu training video. The video should be watched by at least one (1) person from the non-profit organization in a leadership position (Executive Director, Administrator, or equivalent). This video will define an "age-friendly city" and explain what types of projects align with the Age-Friendly Honolulu Vision.

2) Complete the section below by selecting which Age-Friendly Honolulu category best fits the activities of your organization and providing a brief description of how your proposal is an Age-Friendly Honolulu project.

☐ Enabling Residents of all ages to actively participate in activities that keep them socially engaged, healthy, and active, particularly at the oldest ages

☒ Providing Kupuna with meaningful roles in the community, including mentors, **volunteers**, or through intergenerational programming

☐ Removing barriers to support community inclusion and accessibility for persons of all abilities.

3) How is your proposal an Age-Friendly Honolulu Project and explain how your organization can meet the additional reporting requirements if awarded? *(2,000 character count limit)*
All ages can help with this project as volunteers

APPENDIX A: TIER II GRANT PROPOSAL (Grants $25,000 to $150,000)
SOLICITATION NO. RGP-DCS-GIA2026

Instructions: The proposal below must be completed in full. Responses must be provided in the fillable boxes provided. Where annotated, the fillable boxes have predetermined maximum limits on character counts. Letters, numbers, punctuation marks, and spaces are included in the character count limits.

SECTION I
SUMMARY

A. Grantee Legal Name:	After-School All-Stars Hawaii
B. Is Grantee a Fiscal Sponsor?	☐ Yes ☒ No
C. Grant Activity Name:	College and Career Readiness Project

D. Briefly describe the Grantee's background, history (including year established), and mission. *(400 character count limit)*

Formed in 2009, After-School All-Stars Hawaii (ASAS Hawaii) provides after-school and summer programs that keep children safe and help them reach their potential in school and in life. ASAS Hawaii programs operate on campus, with a full-time staff member located at each school, serving 2,955 middle and intermediate school students last year.

E. Briefly describe the Grant Activity and public need being filled. *(400 character count limit)*

ASAS Hawaii seeks to prepare middle and intermediate students for high school, while guiding them in explorations of college and career options. This program will keep children safe and out of trouble during the "danger zone" after-school hours, while meeting the academic and social/emotional needs of children and families in Title I schools.

F. Briefly summarize Grant Activity outcomes and measures of success, including number and description of those served. *(400 character count limit)*

The proposed Grant Activity will deliver the following outcomes: 1) 2,200 students in eight O'ahu schools will participate. 2) 100 STEM classes will be offered after school. 3) 16 guest speakers will visit the program and/or provide training for staff members. 4) 140 eighth grade participants will enroll in We Are Ready!, a high-school readiness course. 5) 400 students will attend summer programs.

G. Council District
Check all districts that will benefit from the Grant Activity. Provide the amount requested per district. Amounts must be in whole numbers only.

☒ District 1 $49,620	☒ District 2 $14,259	☒ District 3 $26,480
☐ District 4 $0	☒ District 5 $29,413	☒ District 6 $17,192
☒ District 7 $13,036	☐ District 8 $0	☐ District 9 $0
Total Amount Requested (must be $25,000 to $150,000)	$150,000	

H. Type of Grant Activity (pick ONE category that best reflects the Grant Activity):		
1. Public Services: Projects in this category will support qualified public services and programs for the target populations deemed by the CITY to be most vulnerable.		
☐ A. Public Service – Seniors	☒ B. Public Service - Children	☐ C. Public Service - Disabilities
☐ D. Public Service – Homeless	☐ E. Public Service – Domestic Violence	☐ F. Public Service – Substance Abuse
☐ G. Public Service – Mental Health	☐ H. Public Service – Other (describe):	
2. Arts, Culture, Community/Economic Development, and the Environment: Projects in this category will support the sustainable improvement in the well-being and quality of life of local communities, especially low- to moderate income areas.		
☐ A. Arts	☐ B. Culture	☐ C. Community Development
☐ D. Economic Development	☐ E. Environment	

GRANTEE'S CERTIFICATION AND SIGNATURE

The undersigned, subject to personal liability and penalty under applicable law, certifies that he or she: (i) is authorized to sign this Grant Proposal; (ii) personally prepared or reviewed the matters found in this Grant Proposal (including any related documents/attachments); (iii) asserts all statements made in this Grant Proposal (including all attachments) are true, accurate and complete; (iv) has the requisite skills and knowledge to assert the foregoing certification; and (v) has complied and shall continue to comply with all applicable requirements of Chapter 6, Article 29 of the Revised Ordinances of Honolulu 2021, as amended (Link), regarding private organizations receiving grants of public funds from the City and County of Honolulu.

Signature of Grantee (Fiscal Sponsor) Officer

Printed Name and Title: Paula Fitzell, Pres and CEO

11/12/2024

Date

CERTIFICATE OF THE BOARD OF DIRECTORS NO OBLIGATIONS IN ARREARS

The undersigned of the Board ("Grantee") hereby certifies that the Grantee or any principal of the Grantee or sponsored organization (where the Grantee is a Fiscal Sponsor) is not in arrears on any financial or other obligation owed to the City & County of Honolulu, a municipal corporation of the State of Hawaii.

(Signature)

Dawn M. Dunbar, Chairperson
(Print name)

CERTIFICATE OF THE BOARD OF DIRECTORS AUTHORIZATION TO ASSIGN AUTHORITY

The undersigned of the Board of After-School All-Stars Hawaii ("Grantee") hereby certifies that Paula Fitzell (name), President and Chief Executive Officer (title), has been authorized by the Board of Directors to sign proposals, contracts, and related documents on behalf of the Grantee. Accordingly, I hereby assign the authority by the Board to execute proposals, contracts, and contract amendments on behalf of the Grantee, and further certify that the assigned is given the power and authority to do all things necessary to implement, maintain, amend, or renew such contracts, including but not limited to the delegation of signing authority to another employee of the Grantee.

(Signature)

Dawn M. Dunbar, Chairperson
(Print name)

STATE OF HAWAII)
CITY AND COUNTY OF HONOLULU)

On this 28th day of October, 2024 before me appeared Dawn M. Dunbar, personally known to me, who, being by me duly sworn, did say that he/she is the Chairperson of After-School All-Stars Hawaii and that the corporation has no corporate seal, and that said instrument was signed in behalf of said corporation by authority of its Board of Directors, and said She acknowledged said instrument to be the free act and deed of said corporation.

TRACIE A. TANCAYO NOTARY PUBLIC No. 2000-159 STATE OF HAWAII

Notary Public, State of Hawaii

My Commission expires: April 9, 2028

Doc. Date: 10/28/24 # Pages 1
Name: Tracie A. Tancayo Circuit
Doc. Description: Certificate of the Board of Directors NO Obligations in Arrears

Signature 10/28/24 Date

NOTARY CERTIFICATION

TRACIE A. TANCAYO NOTARY PUBLIC No. 2000-159 STATE OF HAWAII

SECTION II
GRANT ACTIVITY INFORMATION

A. Describe how the community need, stated problem/issue, and target population are effectively validated. The description must include how the public services' target population is vulnerable or how the arts, culture, community/economic development, or environmental activities will especially support low- to moderate-income areas.

1. Provide substantive data and other qualifying information to demonstrate how the problem/issue impacts the target population and is a community priority that needs to be addressed. *(5,000 character count limit)*

ASAS Hawaii meets the need for quality out-of-school programs that enhance students' academic potential, social growth, and overall wellbeing. Since 2009, 22,270 children have attended ASAS Hawaii after-school and summer programs on O'ahu and Hawai'i Island. Students benefit academically, socially and physically when they participate for up to three years of middle or intermediate school. Our programs keep children safe and out of trouble during the "danger zone" after-school hours, which is a great benefit for working families.

Recognizing that school-age youth spend an average of 80% of their time out of school, there is an opportunity for children to learn and grow outside of the regular classroom hours. In Hawai'i and across the U.S., out-of-school programs have emerged as valuable resources that provide academic support, enrichment activities, college and career readiness, mentoring relationships and more. Out-of-school learning activities often occur outside the of bounds of a classroom. This flexibility allows programs to meet the diverse needs of children across different ages and backgrounds, with different academic, psychological and physical activity needs.

Research consistently demonstrates that high-quality afterschool programs have a positive impact on students' educational outcomes, school attendance and social and emotional learning, according to the National Conference of State Legislatures. The program benefits, as outlined in the youth.gov website are as follows:

- Academic Support. Regular participation in after-school programs is linked to improved academic performance. According to a national evaluation of 21st Century Community Learning Center programs, more than 40 percent of participants improved their reading and math grades. Students who attended more regularly were more likely to make gains.

- Social and Emotional Learning. Students attending high-quality after-school programs regularly demonstrate improved social and emotional competencies. The benefits include prosocial behavior, intrinsic motivation, better concentration efforts, and higher sense of self-worth.

- Safety. After-school programs offer adult supervision which makes youth feel safer and reduces instances of being left unsupervised, at home or outside of the home with peers. Regular participation is linked to lower dropout rates and a narrowing of achievement gaps, particularly among low-income students. Additionally, after-school programs can contribute to a reduction in risky behaviors and the development of college and career-readiness skills.

- Supporting Working Families. Working families also benefit from after-school programs which ensure that young people have a safe place to go while parents are at work. For families

who do not have after-school support, parents and guardians miss an average of eight days of work per year, and this decreased worker productivity costs businesses up to $300 billion annually.

We work exclusively in Title I schools located in the Central, Windward, Leeward and Honolulu Districts. Our partner schools have high rates of social, financial and academic problems, all of which can inhibit a child's ability to learn. For the O'ahu partner schools in this proposal, an average 65% of families are economically disadvantaged, 14% of students are in special education, and 19% are English language learners. Additionally, these schools fall behind the state average on Smarter Balanced Assessments, indicating that students are not building the basic academic blocks they will need to further their educational and career aspirations.

- Seven out of eight schools are at or below the state proficiency standard in English/Language Arts.
- Eight out of eight schools are below the state proficiency standard in math.
- Seven out of eight schools are below the state proficiency standard in science.
  (Source: Strive HI School Performance Reports, 2023-24. HIDOE.)

On average, only 69% of students in these schools attend 90% or more instructional days, which is below the state average of 75%. This is important because absenteeism links directly with poor academic outcomes. Over years of program delivery, ASAS Hawaii participants consistently have higher rates of attendance, compared to the general population at these schools.

The proposed project will prepare middle and intermediate students for high school, while guiding them in explorations of college and career options. Participants will engage in daily, structured homework hour, tutoring, and classes that build STEM and reading/language arts skills. Students will explore different career paths and what it will take to achieve their goals.

B. Describe the proposed plan

1. Provide a description of the Grant Activity. This description will be used as the scope of services in the contract. Describe why you chose this Grant Activity and how it will effectively address the community's problem / need. *(3,000 character count limit)*

The proposed Grant Activity is to prepare young people for success in college, careers and life, as part of after-school and summer programs for 2,200 low-income children. The requested funding will support free out-of-school academic and enrichment activities for students in eight middle/intermediate schools on O'ahu. This project is part of comprehensive after-school and summer programs supporting the intellectual, social and emotional development of low-income and at-risk students.

ASAS Hawaii will deliver the following outcomes: 1) 2,200 students in eight schools will gain access to daily after-school programs. 2) Participants will have access to 100 STEM classes across eight sites. 3) 16 guest speakers will visit the program and/or provide training for staff members. 4) 140 eighth grade participants will enroll in We Are Ready!, a third-quarter course that helps them transition to high school. 5) 400 students will attend summer programs.

We chose this Grant Activity because it meets the needs of safe supervision and academic support in low-performing schools. ASAS Hawaii serves low-income students who would not otherwise

have access to these resources due to time and money constraints. Many factors contribute to the correlation between low-income status and low academic indicators, according to the National Education Association. An overarching issue is that middle to high income families have the means to invest time and money in their children (for participation in sports, dance, music lessons, math tutors, etc.), while lower-income families often lack the time and resources for these pursuits.

This project will improve participants' academics and connection to school through daily homework hour, STEM classes, guest speakers, and summer programs. All participants spend the first hour after school completing assignments and working with tutors. This dedicated homework hour builds a habit that students can maintain to keep up with their studies in the future. STEM classes build students' verbal, logic, and math skills, while reinforcing school-day instruction. Guest speakers visit programs to talk about different jobs and fields of study, encouraging participants to envision exciting futures. Summer programs keep students engaged in the summer, provide supervision, and offer support for students who may be struggling academically.

These resources help students gain confidence and sense of school connection. Thus, participants are more secure, less likely to engage in risky behavior, and more likely to attend school regularly.

2. Provide measurable outcomes, describe how outcomes are aligned with the purposes and priorities of the Grants in Aid Fund, and describe how outcomes directly benefit the target population. *(3,000 character count limit)*

Public Services should begin with a statement of the number of individuals that the Grant Activity will directly benefit during the Grant Term.

Arts, Culture, Community/Economic Development or Environment should begin with a statement as to how the Grant Activity supports the sustainable improvement in the well-being and quality of life of local communities, especially low to moderate income areas.

This project will provide academic and social support to 2,200 middle/intermediate students in the setting of after-school and summer programs. We will prepare middle and intermediate students for high school, while guiding them in explorations of college and career options.

The measurable outcomes are:

1) 2,200 students in eight schools will gain access to daily after-school programs. Participants will benefit from supervised, safe activities during the "danger zone" afternoon hours.

2) Participants will have access to 100 STEM classes across eight sites. STEM classes extend the daily academics with hands-on, experiential learning opportunities.

3) 16 guest speakers will visit the program and/or provide training for staff members. Speakers offer success stories and guidance to help students envision their own career or college path.

4) 140 eighth grade participants will enroll in We Are Ready!, a third-quarter course that helps them transition to high school. This course outlines the expectations, requirements, and habits that can set them up for success over the next four years.

5) 400 students will attend summer programs. Participants will benefit from four weeks that reduce annual learning loss with academics, enrichment and sports activities.
The proposed project aligns with the priorities of the City Grants in Aid fund because the ASAS Hawaii programs serve high percentages of low-income children. We work exclusively in Title I schools, which is the federal designation for schools with high percentages of families who qualify for free or reduced school lunch. For the schools proposed in this project, an average 65% of families are considered socially and economically disadvantaged. ASAS Hawaii opens up opportunities that would otherwise be out of reach for these students.

ASAS Hawaii offers the unique competitive advantage of partnering with local middle/intermediate schools. Programs operate on campus, with homework hour immediately following the regular instructional day and a full-time staff member located at each school. With three daily after-school hours and summer programs, ASAS Hawaii provides more than 600 extended learning hours per year at each school site.

3. Provide an action plan to achieve the stated measurable outcomes. If the Grant Activity involves a partnership, provide a description of each partner's role. Must include measurable milestones, specific events, or other performance measures appropriate to achieving the outcomes. *(3,000 character count limit)*

ASAS Hawaii will partner with eight Title I schools to achieve the Grant Activity. The schools are listed here with the estimated number of participants to be served in the 12-month grant period. (The grant allocations by District on page one of this application are based on these projections.)

- Honolulu City Council District 1 – Nānākuli High & Intermediate School (140 students) and Wai'anae Intermediate School (590 students).
- Honolulu City Council District 2 – Waialua High & Intermediate (210 students)
- Honolulu City Council District 3 – King Intermediate School (390 students)
- Honolulu City Council District 5 – Jarrett Middle School (195 students) and Washington Middle School (235 students).
- Honolulu City Council District 6 – Princess Ruth Ke'elikolani Middle (250 students).
- Council District 7 – Kalākaua Middle School (190 students).

To achieve the outcome of 2,200 students served, ASAS Hawaii will recruit participants by attending new student registration days, hosting information booths at community events, posting flyers on school campuses, visiting feeder schools, and presenting at assemblies for incoming students and their parents. Staff members visit in-school suspension classrooms to identify and recruit students who are at-risk of falling behind.

In support of the target of 100 STEM classes, staff members will plan and present classes that align with these subject areas. STEM classes include Digital Media, Robotics, Cooking, Gardening, and Outdoor Science Explorations. Courses are generally offered quarterly, with students selecting STEM areas that interest them and align with their strengths.

Students will also learn from 16 guest speakers who will visit the program and/or provide training for staff members. Past guest speakers have been from the Positive Coaching Alliance, VentureLab, and local fire stations.

In the third quarter, each site will offer We Are Ready!, a course focused on the demands and expectations of high school. Participants will be eighth graders who are preparing to transition from middle school to the intimidating environment of high school. They will learn about high school graduation requirements, career and technical pathways, extra-curricular activities, and study habits for success.
To achieve the target of 400 students attending summer programs, each site will offer up to four weeks of summer programming with academic support and enrichment activities.

4. Provide a budget narrative that explains how the budget in Section III will achieve the desired outcomes. *(3,000 character count limit)*

The proposed grant amount is $150,000, which breaks down to about $68 per student to be served in the 12-month grant period. The budget includes salary allocations for direct service staff positions, one Director of Programs, one Program Specialist; and one administrative position, President and Chief Executive Officer.

The Director of Programs is allocated at .70 FTE x $85,000 (annual salary), which is $59,500 for this position. This position works directly with program staff to provide trainings, implement policies and procedures, identify and implement best practices, monitor progress toward goals, and support community outreach. She works directly with students, assessing programs and gathering feedback to improve the student experience.

The Program Specialist is allocated at .6555 FTE x $50,000 (annual salary), which is $32,776 for each position. This position recruits new students to ASAS Hawaii, visiting feeder elementary schools and coordinating site visits from incoming students. They provide onsite support for special events, such as quarterly family events, field trips, and guest speakers. They respond to feedback from parents and maintain relationships with community partners. This position works with the President/CEO to manage data and deliverables related to special projects or grant programs.

The President and Chief Executive Officer is allocated at .20 FTE x $135,000 (annual salary), which is $27,000. This position oversees all aspects of programming and strategizes with the Board of Directors to establish goals, objectives, and general policies of the organization.

The tax and fringe expense is $25,076 for direct service positions and $5,648 for administrative positions. This includes state and federal taxes and health insurance. (See attached job descriptions for detail on the City-funded positions.)

ASAS Hawaii has grants with Kamehameha Schools (pending) and Hawaii Community Foundation (secured), which are listed as matching funds for this project. Additionally, the schools in this project have 21st Century Learning Grants (21CCLC). The 21CCLC grants are not in the budget under "other funds" because they only cover basic personnel and program expenses. City GIA funding will enable additional support for the We Are Ready! course, STEM activities and summer programs.

5. Provide a timeline that is complete, realistic and appropriate to achieve the desired outcomes. This timeline should also be reflected in Section IV. *(3,000 character count limit)*

The eight ASAS Hawaii school sites will follow a similar timeline, with annual programming aligning with the academic school year. These programs operate throughout the school year, following the Hawai'i Department of Education calendar. Students attend ASAS Hawaii every day after school, for at least three hours each day, five days per week.

ASAS Hawaii captures information regarding student attendance, classes, and activities via a web-based system, Cityspan. Program staff members maintain a shared drive with documentation of program performance, such as sign-in sheets, survey results, photos, success stories, and training materials.

For the proposed 12-month grant period, the basic calendar of events will be as follows:

December 2025
Enrollment data collection for Semester 1
Parent and family nights
6 STEM classes offered
Kūpuna activities
Winter break

January – February 2026
Program operations, participant recruitment, data management
Enrollment data collection for Semester 2
8 STEM classes offered

March – May 2026
Advisory Board meeting
Parent and family nights
30 STEM classes offered
8 guest speakers attend program or provide trainings
140 We Are Ready! participants enrolled
Spring break

June - July 2026
Staff training
400 students attend summer programs

August – September 2026
Back to school, participant recruitment
Enrollment data collection for Semester 1
16 STEM classes offered
4 guest speakers attend program or provide trainings

October – November 2026
Enrollment data collection for Semester 2
40 STEM classes offered
4 guest speakers attend program or provide trainings

Parent and family nights
Kūpuna activities
Fall Break

C. Provide evidence of the agency's ability to perform the proposed grant activity through past performance, current capacity and/or plan to acquire the capacity to perform.

1. Provide data that demonstrates proven success in offering the same, similar, or related activities to achieve the proposed outcomes. *(3,000 character count limit)*

ASAS Hawaii stands out amongst the many after-school providers in Hawaii because our program adheres to the federal 21st Century Community Learning Center program standards. These include being school-based, engaging parents and family members, employing full-time staff members who work at the school, expecting regular attendance, and providing a diverse array of structured activities to stimulate academic and social-emotional growth.

ASAS Hawaii served 2,955 students in FY 2024. In addition to the free daily after-school programs, ASAS Hawaii provided summer programs at all sites, serving 547 students last summer.

The program met key indicators of success for the 2023-24 school year, as listed here.

- On average, 785 students attended the program every day after school.
- 1,499 students (59%) attended 30 days or more, which nearly met the benchmark of success by Hawai'i State Department of Education. (The HIDOE benchmark is 50% attending 30 days or more.)
- 43% of the total school population participated in ASAS Hawaii programs. (The HIDOE benchmark for this indicator is 25% of the school population attending this program.)

ASAS Hawaii continues to build rapport and relationships with parents and family members. Staff members engage 'ohana through daily interaction at pick-up, attendance at athletic events, and participation in quarterly Ho'ike (family events). Over two to three years of program participation, staff members get to know families and caregivers. They work collaboratively to address discipline issues and to celebrate student achievements.

We also provide family events to engage 'ohana in students' educational lives. For the 2023-24 school year, 4,088 parents and family members attended quarterly events, 2,263 parents and family members attended athletic events, and 633 parents and family members attended 2024 summer program events. (Family member participation includes duplicates.)

Parents and family members indicate high satisfaction with ASAS Hawaii programs, as evidenced by positive responses to annual surveys. Last year, 98% of parents indicated overall satisfaction with the safety and support provided by the after-school program. Parents overwhelmingly agreed that ASAS Hawaii provided quality activities to meet their child's interests and talents. Further, they agreed that the program motivated their child to do better at school and helped improve their child's attitude toward school. (This survey was administered at each school with 664 parent respondents.)

2. Describe the applicant's capacity to successfully achieve the proposed outcomes.
OR
Provide a plan to acquire the capacity to successfully achieve the proposed outcomes (including how the applicant has acquired similar capacity in the past).

Responses should include organizational knowledge, staffing, fiscal resources, facilities and other resources, stakeholders and relationships, and other relevant resources. *(3,000 character count limit)*

ASAS Hawaii has the organizational knowledge, staffing, fiscal resources, facilities and relationships that enable ongoing, impactful programming.

Organizational Knowledge – ASAS Hawaii has the institutional experience of providing after-school programs to more than 22,000 children since 2009. We adhere to best practices, as established by leading agencies in the field, including the Community Engagement Branch of HIDOE, Hawaii After-School Alliance, and the National After-School All-Stars.

Staffing - The leadership team and organizational structure will contribute to project success. ASAS Hawaii President and CEO, Paula Fitzell, leads the organization and guides all aspects of program delivery, operations, and fund development. Paula has a Master's in Education and a Higher Diploma in Education, both from Trinity College, Dublin, Ireland. (See attached resume for Paula Fitzell.)

The Director of Programs oversees program sites to ensure fidelity to the All-Stars model and to pursue excellence at all levels of program delivery. This position monitors program quality, oversees data management and evaluation, guides initiatives, supports partner relationships, supports community and family events/activities, and trains staff members. (See attached resume for Jacque Shin.)

The Program Specialist directly supports school sites by coordinating field trips and sporting events, assisting with partnerships, managing data, overseeing systems, and sharing best practices across sites. (See attached resume for Sophie Costello.)

Site Coordinators are responsible for daily operations at each school. They work on-site and are directly involved with students, teachers, and administrators every day. Program Leaders teach classes, run activities, assist with homework, chaperone field trips, and collaborate with partner instructors. (These positions are funded by other sources.)

Facilities – Programs operate at each school's campus. Each partner school provides in-kind office space, classroom space, field/outdoor areas, and cafeteria access.

Relationships - ASAS Hawaii works with more than 100 community partners in a variety of capacities. Partners include Venture Labs, providing hands-on activities to help students discover the entrepreneurial process, and University of Hawai'i, which hosts the annual summer camp, giving students a taste of college life. We also work with the USDA Snack Program and Hawaii Foodbank to provide nutritious snacks.

Our partnership with the Hawai'i State Department of Education makes all of this possible. We have a data sharing agreement with HIDOE to access school-level academic and behavioral data, which allows for tracking and reporting on the aggregate level. Further, HIDOE administers state

and federal funding, so we work with the Community Engagement Branch to sustain these programs.

D. Describe the applicant's sustainability and/or additional long-term benefit to the community

1. Provide a plan for sustaining and / or expanding activities beyond the applicable grant period. *(2,000 character count limit)*

Sustaining these programs is always a challenge because there is insufficient federal and state funding to meet the demand for after-school programs in middle/intermediate school. The primary funding source is 21st Century Community Learning Center grants (21CCLC), which are three-year contracts with optional two-year renewals. These contracts do not cover costs of school supplies, summer camps, transportation, and program administration. Additionally, 21CCLC covers only .5 FTE for Site Coordinator positions at each site. Thus, we must continue to fundraise to meet the full cost of programming.

In addition to government grants, ASAS Hawaii pursues foundation grants from sources including McInerny Foundation, Hawai'i Community Foundation, and Kamehameha Schools. ASAS Hawaii has an annual fundraiser, raising private donations to support this important work.

The structure of the partnership between schools and ASAS Hawaii also contributes to sustainability. Partner schools provide in-kind office space, classroom space, field and cafeteria space for activities, staffing support of teachers, registrars and administration, and general support for our programs, the estimated value of which is $115,000 to $150,000 per year for each school.

Fundamentally, there is inadequate funding for after-school programs in Hawai'i middle schools. Thus, despite our low operating overhead, program sustainability continues to be a challenge and we are grateful for private grants and donations. In spite of these difficulties, ASAS Hawaii has been operating in Hawai'i public schools since 2009 with excellent results. Communities benefit greatly from this investment, especially considering the potential pitfalls of unsupervised afternoons, such as gangs, drugs, dropping out and unplanned teen pregnancy.

2. Describe the applicant's capacity and resources to carry out the above plan (staffing, funding, etc.) beyond the grant period. *(2,000 character count limit)*

ASAS Hawaii has the capacity and resources to sustain programs, maintain grants, and secure other revenue for its programs. The organization invests in staffing and evaluation, while preserving a positive public image to ensure ongoing support. Staff members at all levels contribute to grant applications and assist with collection, management and reporting of grant data.

The Board of Directors oversees strategic decision making and assists with making personal connections in support of grant seeking, partnerships, fundraising and policy work.

ASAS Hawaii partners with HIDOE to access an evaluation program, Cayen Systems. This is a technology platform that pulls individual and aggregate data from multiple systems and transforms data into a standard format. ASAS Hawaii must maintain current documentation in Cayen Systems to be eligible for 21CCLC funding. Additionally, the organization uses a web-based system, Cityspan, to manage program data including program and class enrollment, program and class

attendance, event and activities attendance, and participant demographics. Staff members maintain program documentation in a shared drive, including sign-in sheets, survey results, photos, success stories, and training materials.

ASAS Hawaii contracts a data management specialist to oversee data collection, analyze data, and prepare reports. This independent contractor is valuable to sustainability because they monitor data to ensure compliance with grants and reporting requirements.

Also related to sustainability, ASAS Hawaii has extensive relationships throughout the community. We are a founding member of the Hawai'i After School Alliance and we collaborate with other non-profits to pursue funding for after-school programs. ASAS Hawaii participates in several policy groups, including theAnnual Children and Youth Summit, to provide input on legislative priorities related to children and youth.

E. No CITY funds or assistance.
The highest consideration will be given to applicants that do not receive other funding or any form of assistance from the CITY. While applicants that receive other funding or assistance from the CITY may apply for Grants in Aid funding, the extent of funding or assistance already received in relation to services provided must be considered prior to awarding Grants in Aid funds.

A percentage of the sub-total criteria points will be awarded to Grantees based on the criteria below and the information about past funding / assistance from the CITY that follows.

The applicant has received no award from the CITY within the last 3 years.	**10%**
The applicant has received 1-2 awards from the CITY within the last 3 years.	**7%**
The applicant has received 3-5 awards from the CITY within the last 3 years.	**5%**
The applicant has received between 6-9 awards from the CITY within the last 3 years.	**3%**
The applicant has received 10 or more awards from the CITY within the last 3 years.	**0%**

GRANTEE RECEIPT OF CITY GRANTS

Identify all CITY grants received by Grantee (or Fiscal Sponsor) in the last three (3) years. Information will be verified by the CITY.

1. Grant Activity Name & Contract #: CT-DCS-2500005
   Grant Period: 12/01/2024 – 11/30/2025 Grant Amount: $150,000
   Grant Purpose: Career Exploration Opportunities
   Grant Activity Status: ☒ Underway ☐ Completed ☐ Canceled
   Administrating Division: DCS

2. Grant Activity Name & Contract #: CT-DCS-2400004
   Grant Period: 12/1/2023 – 11/30/2024 Grant Amount: $200,000
   Grant Purpose: Middle School Sports as a Hook
   Grant Activity Status: ☒ Underway ☐ Completed ☐ Canceled
   Administrating Division: DCS

3. Grant Activity Name & Contract #: CT-DCS-2300002
   Grant Period: 12/01/2022 – 11/30/2023 Grant Amount: $200,000
   Grant Purpose: Learning and Leading After School
   Grant Activity Status: ☐ Underway ☒ Completed ☐ Canceled
   Administrating Division: DCS

4. Grant Activity Name & Contract #: CT-DCS-2200005
   Grant Period: 12/01/2021 – 11/30/2022 Grant Amount: $125,000
   Grant Purpose: Academic and Social Support After-School
   Grant Activity Status: ☐ Underway ☒ Completed ☐ Canceled

E. Age Friendly Honolulu (Complete only if applying for the bonus points)
Consideration is to be given to applicants that incorporate the vision and goals of the Age-Friendly Honolulu Program (as codified in ROH Chapter 2, Article 22), including but not limited to (1) enabling residents of all ages to actively participate in activities that keep them socially engaged, healthy, and active; and (2) removing barriers to inclusion for and providing support services to vulnerable residents and/or have physical limitations.

If awarded bonus points for being an Age-Friendly Honolulu project, the Grantee will be subject to additional reporting requirements, including but not limited to name, age, and physical location of seniors being served by the project.

To be eligible for the bonus points as an Age-Friendly Honolulu project an organization must demonstrate the proposal aligns with Age-Friendly Honolulu's priorities by completing the following TWO steps:

1) Go the following website https://www.hiphi.org/age-friendly-honolulu/ to access an Age-Friendly Honolulu training video. The video should be watched by at least one (1) person from the non-profit organization in a leadership position (Executive Director, Administrator, or equivalent). This video will define an "age-friendly city" and explain what types of projects align with the Age-Friendly Honolulu Vision.

2) Complete the section below by selecting which Age-Friendly Honolulu category best fits the activities of your organization and providing a brief description of how your proposal is an Age-Friendly Honolulu project.

☐ Enabling Residents of all ages to actively participate in activities that keep them socially engaged, healthy, and active, particularly at the oldest ages

☒ Providing Kupuna with meaningful roles in the community, including mentors, volunteers, or through intergenerational programming

☐ Removing barriers to support community inclusion and accessibility for persons of all abilities.

3) How is your proposal an Age-Friendly Honolulu Project and explain how your organization can meet the additional reporting requirements if awarded? *(2,000 character count limit)*

ASAS Hawaii continues age-friendly activities such as providing recreational opportunities for kupuna and involving grandparents in family events. As part of the City GIA FY2024 contract, ASAS Hawaii is a member of The Kūpuna Collective. The group meets regularly to share ideas around engaging seniors and connects members to kupuna groups in settings that are safe and supportive.

Our students visit senior centers through longstanding relationships with organizations such as The Plaza and Palolo Chinese Homes. We bring bingo and arts and crafts to local senior centers. Students celebrate the holiday season with the elderly, bringing handmade cards and dance performances. These are joyful afternoons, as students and kūpuna share stories and build relationships.

Additionally, students encourage grandparents and elderly family members to attend quarterly family events, engaging them in community and activities.

APPENDIX A: TIER II GRANT PROPOSAL (Grants $25,000 to $150,000)
SOLICITATION NO. RGP-DCS-GIA2026

Instructions: The proposal below must be completed in full. Responses must be provided in the fillable boxes provided. Where annotated, the fillable boxes have predetermined maximum limits on character counts. Letters, numbers, punctuation marks, and spaces are included in the character count limits.

SECTION I
SUMMARY

A. Grantee Legal Name:	Aloha Diaper Bank
B. Is Grantee a Fiscal Sponsor?	☐ Yes ☒ No
C. Grant Activity Name:	Essentials (Diapers, Wipes, Potty Kids) for Vulnerable Children

D. Briefly describe the Grantee's background, history (including year established), and mission. *(400 character count limit)*

Aloha Diaper Bank (ADB), established in 2019 and officially recognized as a nonprofit in 2020, provides essential diapers to low-income families, the homeless, and those in crisis while raising awareness of diaper need in our island community. We are eliminating diaper need so that every child has the opportunity to be clean, dry, and healthy. To date, ADB has distributed over 1.6 million diapers.

E. Briefly describe the Grant Activity and public need being filled. *(400 character count limit)*

ADB will provide essentials (diapers, wipes, and Potty Kids) to children in District 3. Additionally, we will offer potty training education classes at our Windward Mall office. Our beneficiaries align with Grant in Aid's target populations, including children, victims of domestic violence, homeless individuals, and those impacted by substance abuse or mental health challenges.

F. Briefly summarize Grant Activity outcomes and measures of success, including number and description of those served. *(400 character count limit)*

We envision an Oʻahu where every child is clean, dry, and healthy. With these grant funds, we will provide 800 children in District 3 with essential items (diapers, wipes, and Potty Kits), host six potty training education classes, engage 15 kūpuna volunteers, and partner with five Windward agencies to support essentials distribution and offer wrap-around services for beneficiaries.

G. Council District
Check all districts that will benefit from the Grant Activity. Provide the amount requested per district. Amounts must be in whole numbers only.

☐ District 1 $	☐ District 2 $	☒ District 3 $ 150,000
☐ District 4 $	☐ District 5 $	☐ District 6 $

☐ District 7 $	☐ District 8 $	☐ District 9 $
Total Amount Requested (must be $25,000 to $150,000)	$ 150,000	

H. Type of Grant Activity (pick ONE category that best reflects the Grant Activity):		
1. Public Services: Projects in this category will support qualified public services and programs for the target populations deemed by the CITY to be most vulnerable.		
☐ A. Public Service – Seniors	☒ B. Public Service - Children	☐ C. Public Service - Disabilities
☐ D. Public Service – Homeless	☐ E. Public Service – Domestic Violence	☐ F. Public Service – Substance Abuse
☐ G. Public Service – Mental Health	☐ H. Public Service – Other (describe):	
2. Arts, Culture, Community/Economic Development, and the Environment: Projects in this category will support the sustainable improvement in the well-being and quality of life of local communities, especially low- to moderate income areas.		
☐ A. Arts	☐ B. Culture	☐ C. Community Development
☐ D. Economic Development	☐ E. Environment	

GRANTEE'S CERTIFICATION AND SIGNATURE

The undersigned, subject to personal liability and penalty under applicable law, certifies that he or she: (i) is authorized to sign this Grant Proposal; (ii) personally prepared or reviewed the matters found in this Grant Proposal (including any related documents/attachments); (iii) asserts all statements made in this Grant Proposal (including all attachments) are true, accurate and complete; (iv) has the requisite skills and knowledge to assert the foregoing certification; and (v) has complied and shall continue to comply with all applicable requirements of Chapter 6, Article 29 of the Revised Ordinances of Honolulu 2021, as amended (Link), regarding private organizations receiving grants of public funds from the City and County of Honolulu.

Catherine Kerch — 11-13-24

Signature of Grantee (Fiscal Sponsor) Officer — Date

Printed Name and Title:

Catherine Kerch
Director of Programs & Operations

CERTIFICATE OF THE BOARD OF DIRECTORS NO OBLIGATIONS IN ARREARS

The undersigned of the Board ("Grantee") hereby certifies that the Grantee or any principal of the Grantee or sponsored organization (where the Grantee is a Fiscal Sponsor) is not in arrears on any financial or other obligation owed to the City & County of Honolulu, a municipal corporation of the State of Hawaii.

Joyce Lee
(Signature)

JOYCE LEE
(Print name)

CERTIFICATE OF THE BOARD OF DIRECTORS AUTHORIZATION TO ASSIGN AUTHORITY

The undersigned of the Board ("Grantee") hereby certifies that ____Catherine Kerch_____(name), _Director of Programs & Operaions_____ (title), has been authorized by the Board of Directors to sign proposals, contracts, and related documents on behalf of the Grantee. Accordingly, I hereby assign the authority by the Board to execute proposals, contracts, and contract amendments on behalf of the Grantee, and further certify that the assigned is given the power and authority to do all things necessary to implement, maintain, amend, or renew such contracts, including but not limited to the delegation of signing authority to another employee of the Grantee.

Joyce Lee
(Signature)

JOYCE LEE
(Print name)

STATE OF HAWAII)
CITY AND COUNTY OF HONOLULU)

On this 13th day of November, 2024, before me appeared Joyce Lee, personally known to me, who, being by me duly sworn, did say that he/she is the Secretary of Aloha Diaper Bank and that the corporation has no corporate seal, and that said instrument was signed in behalf of said corporation by authority of its Board of Directors, and said She acknowledged said instrument to be the free act and deed of said corporation.

ELIZA G. DACANAY NOTARY PUBLIC Comm. No. 10-311 STATE OF HAWAII

Eliza G. Dacanay
Notary Public, State of Hawaii
Eliza G. Dacanay
My Commission expires: SEP 26 2026

Doc. Date: Undated # Pages: One
Name: Eliza G. Dacanay 1st Circuit
Doc. Description: Certificate of the Board of Directors No Obligations in Arrears

Eliza G. Dacanay NOV 13 2024
Signature Date

NOTARY CERTIFICATION

ELIZA G. DACANAY NOTARY PUBLIC Comm. No. 10-311 STATE OF HAWAII

SECTION II
GRANT ACTIVITY INFORMATION

A. Describe how the community need, stated problem/issue, and target population are effectively validated. The description must include how the public services' target population is vulnerable or how the arts, culture, community/economic development, or environmental activities will especially support low- to moderate-income areas.

1. Provide substantive data and other qualifying information to demonstrate how the problem/issue impacts the target population and is a community priority that needs to be addressed. *(5,000 character count limit)*

Diaper need is growing at an alarming rate, with a staggering 47% of families reporting diaper need in 2023—a substantial increase from the approximately 33% recorded in the initial diaper need investigation in 2010 and subsequent studies (The National Diaper Bank Network Diaper Check 2023). One in two families has difficulty acquiring essentials to keep their children clean, dry, and healthy.

According to the Asset Limited, Income Constrained, Employed (ALICE) study, 48% of Oahu's children are growing up in households experiencing financial hardship. These families, already grappling with challenges in affording housing, child care, food, and transportation, face additional financial strain in purchasing diapers and wipes. ALICE families are confronted with a difficult choice: deciding between purchasing diapers for their children or meeting other financial obligations. Particularly for families living paycheck to paycheck, more than a quarter (28%) reported resorting to skipping meals to allocate funds for diapers (Diaper Check 2023).

The effects of diaper need extend to various aspects of daily life. Families facing diaper need reported more instances of unmet health needs, heightened stress and anxiety, limitations on free time and social contact, and barriers to work—a multifaceted impact that affects overall family well-being. A significant 70% of caregivers experiencing diaper need expressed feeling stressed or anxious about their responsibilities as parents or caregivers (Diaper Check 2023).

More than half, 57%, of the families we support report incomes below $25,000 a year, and 73% are employed. Despite their employment, these families have no safety net for diaper assistance. Government programs like the Special Supplemental Nutrition Program for Women, Infants, and Children (WIC) and the Supplemental Nutrition Assistance Program (SNAP) don't cover diapers and wipes or funding to purchase them. ADB helps fill in the gap. No other agency is dedicated exclusively to ensuring children have enough diapers to remain clean, dry, and healthy.

The impact of our program is emphasized by findings from a 2018 report by the Connecticut Center for Economic Analysis, revealing that access to diapers results in several positive outcomes:

- Babies' overall health improves when families receive an adequate supply of diapers.
- Diaper provision facilitates parents' engagement in employment opportunities, preventing work disruptions caused by inadequate diaper supplies for child care.
- Parents receiving diapers are better positioned to complete their education programs.
- For every dollar invested in diaper assistance, personal income increases 11 times.

The 2024 Study of Diaper Insecurity, Health, and Economic Mobility, in which ADB participated, found that parents reported fewer cases of diaper-related illnesses and health care visits after receiving diapers from ADB. This reduction not only benefits children's health but also generates significant savings for the health care system.

Our programs are effective; however, demand for ADB's services continues to grow. Last year, over 1,300 children from District 3 alone requested assistance from ADB. While we have a contract with the State of Hawaii's Temporary Assistance for Needy Families (TANF) office to provide diaper assistance to TANF-eligible households, we are also receiving requests from TANF-ineligible households across District 3. These include households unable to meet TANF's stringent eligibility paperwork requirements, those with incomes just above the TANF eligibility threshold yet still struggle to cover essentials, and families with non-citizen members. To meet this growing need, we are seeking $150,000 in funding to support this gap population. This grant will ensure every child on Windward Oahu has access to clean diapers and resources for successful toilet training, alleviating the impacts of diaper need on families and fostering healthier transitions for children across the island.

B. Describe the proposed plan

1. Provide a description of the Grant Activity. This description will be used as the scope of services in the contract. Describe why you chose this Grant Activity and how it will effectively address the community's problem / need. *(3,000 character count limit)*

ADB provides essential diapers, wipes, and Potty Kits to families in need through a network of partner agencies to alleviate diaper need and support families' well-being. In addition to distributing diapers through partners, ADB also provides one-time emergency diaper assistance from our Windward Mall office for families who reach out directly. These beneficiaries are then referred to partner agencies for continued support. This collaborative model limits duplication of services, reduces administrative costs, and fosters a strong network of support across organizations. By connecting families with partners, we ensure they receive essentials and access other vital resources. For instance, homeless families can receive diapers through shelter partners, and young mothers attending community college can access them through on-campus services.

With this grant, we will provide essential items—including diapers, wipes, and potty training kits—to 800 children in District 3. We will also introduce toilet training classes to support families during the critical transition from diapers to underwear. By offering these classes, taught bi-monthly by our Director of Programs and Operations at our Windward Mall location, we are able to address a significant phase of early childhood development. Families often struggle with toilet training, especially under financial strain, and may face unintended stressors. A gradual, supported approach helps ensure that families are prepared for this transition, reducing the risk of stress-related incidents and child maltreatment.

We will engage 15 kūpuna (senior) volunteers to support our work through our ongoing partnership with the City and County of Honolulu Elderly Affairs Division's RSVP program. These volunteers will assist with packaging diapers for distribution from our Windward Mall office - bringing valuable intergenerational connections to our work. Additionally, we will work closely with five Windward partner agencies to facilitate distribution and offer wrap-around support for families, ensuring that the assistance they receive aligns with their broader needs and goals.

ADB secures diapers, wipes, and Potty Kids through community donation drives and purchases funded by monetary donations, grants, and contracts, ensuring a consistent supply

to meet partner needs. This approach safeguards the ability to support low-income families effectively and sustain diaper assistance within the community.

This grant activity was chosen because it addresses critical needs for vulnerable families, including low-income households and those facing homelessness. Providing diapers, toilet training support, and holistic family resources helps reduce diaper need, fosters healthy development, and empowers families to work toward long-term self-sufficiency.

2. Provide measurable outcomes, describe how outcomes are aligned with the purposes and priorities of the Grants in Aid Fund, and describe how outcomes directly benefit the target population. *(3,000 character count limit)*

Public Services should begin with a statement of the number of individuals that the Grant Activity will directly benefit during the Grant Term.

Arts, Culture, Community/Economic Development or Environment should begin with a statement as to how the Grant Activity supports the sustainable improvement in the well-being and quality of life of local communities, especially low to moderate income areas.

ADB will directly benefit 800 vulnerable children in District 3 by providing them with essential items (diapers, wipes, and Potty Kits), ensuring they remain clean, dry, and healthy throughout the grant term. These children align with the Grants in Aid Fund's target populations, including children, victims of domestic violence, homeless individuals, and those affected by substance abuse or mental health challenges. By making diapers accessible through partner organizations—including homeless shelters, domestic violence support providers, and other direct service agencies—as well as directly from our Windward Mall office, we ensure these critical resources reach families most in need.

Access to clean diapers directly improves children's health by reducing diaper-related illnesses and skin conditions. Additionally, providing families with an adequate supply of diapers significantly reduces parenting stress, a factor crucial to children's well-being and development. Research shows that reducing diaper need also supports parents' ability to focus on employment, education, and self-sufficiency.

Program Success Criteria:

- 800 Children Served: We will provide diapers, wipes, and Potty Kits to 800 children, ensuring they have essential items to support their health and hygiene.
- Six Potty Training Education Classes: By hosting six potty training classes, we will aid families in transitioning their children from diapers, reducing long-term diaper need and fostering developmental milestones.
- 15 Kūpuna Volunteers Engaged: We will involve 15 kūpuna (senior) volunteers, creating intergenerational connections that allow elders to give back through meaningful volunteerism.
- Five Partner Agencies Providing Monthly Support: We will collaborate with five Windward partner agencies to distribute diapers and offer wrap-around support, ensuring a coordinated, holistic approach that strengthens family stability and resilience.

These outcomes align with the Grants in Aid Fund's mission to support vulnerable populations, improve community well-being, and address essential public health needs. By meeting diaper need and providing targeted toilet training support, ADB addresses critical

gaps for low-income families in District 3, supporting healthier children and lessening economic strain on families in need. The program also promotes self-sufficiency, contributing to a sustainable and equitable community where vulnerable families have the resources to thrive.

3. Provide an action plan to achieve the stated measurable outcomes. If the Grant Activity involves a partnership, provide a description of each partner's role. Must include measurable milestones, specific events, or other performance measures appropriate to achieving the outcomes. *(3,000 character count limit)*
The following action plan details ABD's work to ensure every child on Oahu is clean, dry, and healthy.

Goal 1: Increase access to essentials (diapers, wipes, and Potty Kits) for vulnerable children in District 3.

Objective: 800 children served.

Activities/Tasks:

1. Staff to train partners on diaper request database and data collection tools.
2. Staff to provide ongoing assistance for partners.
3. Families can request diaper access through a partner or directly through ADB if it is a one-time emergency request.
4. Families are screened for eligibility and answer a series of intake questions.
5. Eligible families are given diapers and wipes based on availability.
6. Families are connected to additional services that meet their household's unique needs.
7. Partners to request ongoing diapers through our online database.
8. Staff prepare orders.
9. Once orders are ready, partners pick them up at our office or they are delivered.
10. Staff to coordinate with partners to ensure data collection is being completed.
11. Director of Programs and Operations to coordinate with partners to receive beneficiary feedback on quality of services and ways the agency can improve.

Goal 2: Facilitate the transition from diapers to underwear for low-income families by providing assistance with potty training. Emphasize support to help prevent child maltreatment during the potty training process while also promoting their engagement in preschool enrollment and facilitating a return to work.

Objectives:

1. Facilitate six educational sessions on toilet training.

Activities/Tasks:

1. Develop training materials.
2. Purchase supplies for the "All Pau Now" potty training kits.
3. Advertise via social media and through partner agencies about the training.
4. Partner with agencies having in-home visitation programs and/or toilet training classes to receive free kits.

5. Facilitate sessions with ADB and partner agencies to determine child readiness for potty training.
6. Provide educational components of the potty training program during facilitated sessions.
7. Caregivers receive the potty training kit as an incentive to use positive action in training the child.
8. Monitor and receive feedback from partner agencies regarding families using the potty training kits.

Goal 3: Provide kūpuna with meaningful roles in the community.

Objective: 15 kūpuna volunteer with ADB.

Activities/Tasks:

1. Accept volunteer applications and conduct screenings through RSVP.
2. Conduct volunteer training on wrapping, sorting, and preparing diapers.
3. Engage kūpuna volunteers on an ongoing basis.

4. Provide a budget narrative that explains how the budget in Section III will achieve the desired outcomes. (*3,000 character count limit)*

The following budget items are essential to achieve the desired outcomes outlined in this proposal:

Director of Programs and Operations (.5 FTE): The Director of Programs and Operations, budgeted at a half-time role, is critical to the program's success. This position is responsible for organizing and facilitating toilet training education sessions, filling diaper orders for partner agencies, and overseeing ADB programming. With a dedicated professional, we ensure seamless coordination of diaper distribution, potty training classes, and partnerships with community agencies, allowing us to meet our goals of reaching and supporting 800 vulnerable children in District 3. The Director's oversight guarantees effective program management, high-quality service delivery, and achievement of measurable outcomes.

Program Activity Supplies: This category includes all essential supplies needed to execute the diaper distribution and toilet training program effectively:

- Diapers ($0.50 x 180,000 units): $90,000. Each child will receive 450 diapers, supporting basic hygiene needs and ensuring they remain clean, dry, and healthy. This provision helps alleviate parenting stress and supports child health, directly contributing to the program's core outcomes.
- Potty Training Kits ($20 x 300 kits): $6,000. Potty Kits are essential for families transitioning children from diapers to underwear. These kits include age-appropriate materials such as potty training books, underwear, and other resources that help families navigate this important developmental milestone.
- Tabling Kit: $5,000. This includes branded tablecloths, tents, and ADB promotional materials necessary for potty training classes and community outreach events, where we educate families and community members about diaper need and available resources.

- Miscellaneous Supplies: $4,000. Items like plastic wrap for bundling diapers and Potty Kits, labels, cardboard boxes, packing tape, handcarts, brochures, administrative materials (paper, pens, sharpies), and freight ensure efficient packaging and distribution. These supplies are critical for delivering a professional and organized program, enhancing the experience for our beneficiaries and maintaining ADB's operational efficiency.

Indirect Costs: This budget line covers essential administrative expenses, including bookkeeping, grant reporting, audit fees, telecommunications, and software. These indirect costs support the overall infrastructure of ADB, ensuring compliance, accurate financial tracking, and robust program reporting, which are vital for accountability and transparency.

5. Provide a timeline that is complete, realistic and appropriate to achieve the desired outcomes. This timeline should also be reflected in Section IV. *(3,000 character count limit)*

The following timeline will be utilized to achieve the desired outcomes:

Monthly Essentials Distribution (October 2025 - September 2026):
To serve 800 children by the end of the grant period, ADB will distribute essentials (diapers, wipes, and Potty Kits) to an average of 67 children per month across District 3. Each month, families in need can access diapers either through one-time emergency requests directly with ADB or, more commonly, through one of our partner organizations. Staff will conduct monthly partner training on the diaper request database and data collection tools, supporting accurate and efficient service delivery. Families will be screened for eligibility and complete intake questions. Once verified, they will receive diapers and wipes based on availability. Throughout the year, ADB will also connect these families with additional services that address broader household needs, fostering a holistic approach to family support.

Ongoing Partner and Data Coordination (October 2025 - September 2026):
Each month, partner agencies will submit ongoing requests for diapers through ADB's online database, which staff will prepare for pickup or delivery. Staff will also provide ongoing technical assistance to partners to ensure data accuracy and consistent reporting. The Director of Programs and Operations will coordinate with partners on a quarterly basis to gather beneficiary feedback, allowing ADB to assess service quality and explore opportunities for improvement.

Kūpuna Volunteer Engagement (October 2025 - September 2026):
ADB will engage kūpuna volunteers each month to provide meaningful roles in the community. Volunteers, recruited and screened through the City and County of Honolulu's Elderly Affairs Division RSVP program, will be trained to assist with wrapping, sorting, and preparing diapers for distribution. By the end of the grant term, a total of 15 kūpuna volunteers will have participated, strengthening intergenerational connections and providing invaluable operational support.

Quarterly Partner Agency Distribution Support (October 2025 - September 2026):
Five Windward partner agencies will assist with diaper distribution. This partnership enables effective, consistent access to essentials and ensures that families in need have ongoing support and connections to additional services, reinforcing the community support network.

Bi-Monthly Potty Training Education Classes (December 2025 - September 2026):
ADB will conduct six bi-monthly potty training classes to aid families in transitioning their children from diapers to underwear. To prepare, staff will develop training materials and

purchase supplies for the “All Pau Now” potty training kits, which will be provided to caregivers upon completing the sessions. Potty training classes will be advertised through social media and partner agencies, reaching families most in need. During each session, ADB will assess child readiness, facilitate educational components on positive training techniques, and distribute kits as an incentive for caregivers to engage in effective potty training. Feedback from partners will be gathered to assess program impact and make improvements as needed.

C. Provide evidence of the agency’s ability to perform the proposed grant activity through past performance, current capacity and/or plan to acquire the capacity to perform.

1. Provide data that demonstrates proven success in offering the same, similar, or related activities to achieve the proposed outcomes. *(3,000 character count limit)*

ADB was established after our founder identified a critical gap in essential items that were not being offered in the community - access to free diapers, pull-ups, and wipes for low-income families. The organization began operating under a fiscal sponsor and in 2020 after a year and a half of distributing over 100,000 diapers to vulnerable children, and being recognized in the community as a viable resource for diaper needs, the organization became an independent 501(c)(3) non-profit. With operations on all islands, ADB believes every child should be clean, dry, and healthy.

ADB program achievements to date:

- Opened our first diaper bank on Oahu in 2019.
- Opened our second diaper bank on Maui in May 2021.
- Opened our third and fourth diaper banks on Kauai in July 2021.
- Opened our fifth diaper bank on Molokai in 2023.
- Organized 9 diaper distribution drives in 2020 and early 2021, during the height of the Covid-19 pandemic, and provided diapers to over 2,000 families impacted on Oahu, Maui, and Kauai.
- Has distributed over 1,600,000 diapers and 480,000 baby wipes to over 35,748 children.
- In response to the 2023 Maui wildfires, has distributed 7,000 diapers and wipes.
- Participated in the National Diaper Bank Network national study on diaper need and its impact on low-income families by providing data on Hawaii families receiving diaper assistance.

ADB achievements on Oahu for the past 12 months:

- Provided diapers to over 11,000 children
- Distributed over 419,500 diapers
- Provided 500 Potty Kits
- Engaged 88 duplicated kūpuna volunteers
- Partnered with 395 duplicated agencies

Over the past five years, ADB has transitioned from a start-up to a known leader in providing access to diapers for low-income families in our community. It has grown from solely operating through in-kind support to receiving donations and grants through reputable foundations who recognize the importance of the services being provided by ADB. As its next phase of growth, the organization has begun receiving government funding to support its expansion and is in compliance with all grant reporting requirements. ADB successfully administered and completed its first City Grant-in-Aid in FY24.

2. Describe the applicant's capacity to successfully achieve the proposed outcomes.
OR
Provide a plan to acquire the capacity to successfully achieve the proposed outcomes (including how the applicant has acquired similar capacity in the past).

Responses should include organizational knowledge, staffing, fiscal resources, facilities and other resources, stakeholders and relationships, and other relevant resources. *(3,000 character count limit)*

ADB is uniquely positioned as the only nonprofit on Oahu dedicated exclusively to ending diaper need. We are a member of the National Diaper Bank Network and receive technical assistance from them. A board of 10 community members governs ADB. We are currently led by two full-time, three part-time staff, and an organizational development consultant. To ensure we are not duplicating services and reach all families in need on Oahu, we partner with organizations across the island to help distribute diapers and wipes to families in need.

ADB leases space at the Windward Mall - located at 46-056 Kamehameha Hwy, Suite 111 Kaneohe, HI 96744. This suite is fully ADA accessible and provides adequate space for volunteer and staff offices as well as serves as a location for diaper drop-off, packaging, and distribution. Partner agencies can pick-up supplies directly from the ADB office. If they are unable to pick-up, staff or volunteers deliver to them. In addition to its leased space, ADB partners with DHX Hawaii, which provides warehouse storage for essential supplies, along with freight and ground transportation services from their facility in Kalihi.

ADB uses Quickbooks as its accounting software to record and organize organizational income and expenses and maintain its financial records. It also works with SDC Strategies LLC to support its bookkeeping, budgeting, and grant reporting needs.

D. Describe the applicant's sustainability and/or additional long-term benefit to the community

1. Provide a plan for sustaining and / or expanding activities beyond the applicable grant period. *(2,000 character count limit)*

ADB is in a phase of rapid growth, driven by an increase in both revenue and operational scale. While initially relying on in-kind contributions and volunteers, we have diversified funding sources, including a 4-year, $200,000-per-year contract from the State, affirming our impact on diaper distribution across Oahu, Maui, and Kauai. This City funding will enhance our capacity, allowing us to expand services to more children in District 3 and support more families in need of diapers and wipes.

To sustain and expand our activities, we plan to onboard additional partner agencies, strategically increasing our reach to high-need communities. With dedicated staff, we will conduct effective fundraising campaigns, organize community diaper drives, and engage in long-term donor cultivation. This approach, along with our strong volunteer network, provides a foundation for sustainable growth.

Since January 2024, ADB has secured $85,096.83 in donated goods and $56,905.13 in volunteer hours, emphasizing the strength of our support network. As part of our strategic planning, we continue to refine resource allocation, increase community outreach, and optimize organizational resilience, positioning us to meet evolving community needs for years to come.

2. Describe the applicant's capacity and resources to carry out the above plan (staffing, funding, etc.) beyond the grant period. *(2,000 character count limit)*

ADB is well-positioned to carry out and sustain its programs beyond the grant period, with a strong foundation of skilled staff, diversified funding, and community support. Our team includes experienced professionals who specialize in program management, volunteer coordination, community partnerships, and fundraising, ensuring effective implementation and growth. The Director of Programs and Operations oversees daily operations, while our Executive Director coordinates long-term planning, community partnerships, and fundraising initiatives.

Financially, ADB's stability is strengthened by diversified funding streams, including a state contract, foundation grants, individual donations, and partnerships with local businesses. This blend of resources enables us to maintain operational continuity and adapt to growing needs. Additionally, we continually pursue new funding opportunities to secure ADB's financial health further.

Our volunteer network is a crucial asset, with over $56,905.13 in volunteer hours contributed last year alone. Through volunteer recognition and training initiatives, we foster a committed volunteer base, ensuring operational support well into the future. ADB's strategic plan, implemented last year, serves as a roadmap for ongoing improvement, community engagement, and resilience, positioning us to maximize long-term impact for vulnerable families across Oʻahu.

E. No CITY funds or assistance.
The highest consideration will be given to applicants that do not receive other funding or any form of assistance from the CITY. While applicants that receive other funding or assistance from the CITY may apply for Grants in Aid funding, the extent of funding or assistance already received in relation to services provided must be considered prior to awarding Grants in Aid funds.

A percentage of the sub-total criteria points will be awarded to Grantees based on the criteria below and the information about past funding / assistance from the CITY that follows.

The applicant has received no award from the CITY within the last 3 years.	**10%**
The applicant has received 1-2 awards from the CITY within the last 3 years.	**7%**
The applicant has received 3-5 awards from the CITY within the last 3 years.	**5%**
The applicant has received between 6-9 awards from the CITY within the last 3 years.	**3%**
The applicant has received 10 or more awards from the CITY within the last 3 years.	**0%**

GRANTEE RECEIPT OF CITY GRANTS

Identify all CITY grants received by Grantee (or Fiscal Sponsor) in the last three (3) years. Information will be verified by the CITY.

1. Grant Activity Name & Contract #: DCS GIA24 for Diaper Assistance CT-DCS-2400005
   Grant Period: October 2023 - September 2024 Grant Amount: $200,000
   Grant Purpose: Public Service - Children
   Grant Activity Status: ☐ Underway ☒ Completed ☐ Canceled
   Administrating Division: Department of Community Services

1. Grant Activity Name & Contract #:
   Grant Period: _____ Grant Amount:
   Grant Purpose:
   Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
   Administrating Division:

2. Grant Activity Name & Contract #:
   Grant Period: _____ Grant Amount:
   Grant Purpose:
   Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
   Administrating Division:

3. Grant Activity Name & Contract #:
   Grant Period: _____ Grant Amount:
   Grant Purpose:

E. Age Friendly Honolulu (Complete only if applying for the bonus points)
Consideration is to be given to applicants that incorporate the vision and goals of the Age-Friendly Honolulu Program (as codified in ROH Chapter 2, Article 22), including but not limited to (1) enabling residents of all ages to actively participate in activities that keep them socially engaged, healthy, and active; and (2) removing barriers to inclusion for and providing support services to vulnerable residents and/or have physical limitations.

If awarded bonus points for being an Age-Friendly Honolulu project, the Grantee will be subject to additional reporting requirements, including but not limited to name, age, and physical location of seniors being served by the project.

To be eligible for the bonus points as an Age-Friendly Honolulu project an organization must demonstrate the proposal aligns with Age-Friendly Honolulu's priorities by completing the following TWO steps:

1) Go the following website https://www.hiphi.org/age-friendly-honolulu/ to access an Age-Friendly Honolulu training video. The video should be watched by at least one (1) person from the non-profit organization in a leadership position (Executive Director, Administrator, or equivalent). This video will define an "age-friendly city" and explain what types of projects align with the Age-Friendly Honolulu Vision.

2) Complete the section below by selecting which Age-Friendly Honolulu category best fits the activities of your organization and providing a brief description of how your proposal is an Age-Friendly Honolulu project.

☐ Enabling Residents of all ages to actively participate in activities that keep them socially engaged, healthy, and active, particularly at the oldest ages

☒ Providing Kupuna with meaningful roles in the community, including mentors, volunteers, or through intergenerational programming

☐ Removing barriers to support community inclusion and accessibility for persons of all abilities.

3) How is your proposal an Age-Friendly Honolulu Project and explain how your organization can meet the additional reporting requirements if awarded? *(2,000 character count limit)*

ADB believes strongly in the power of intergenerational volunteerism. We are able to provide diapers for vulnerable children in our community because of our corps of volunteer kūpuna. We've formed partnerships with senior community organizations, Kupuna Power and Koolau Senior Center, who help assist with collecting and wrapping diapers for our program. Seeing the value in fostering a volunteer program that empowers our kūpuna and provides an invaluable resource for our organization, the ADB entered into a Memorandum of Agreement with the City and County of Honolulu Elderly Affairs Division - Retired and Senior Volunteer Program (RSVP) in March 2022. Through this agreement, RSVP provides liability insurance on-site/off-site for each kūpuna volunteering with the ADB. RSVP also serves as a resource for kūpuna looking to volunteer in the community and refers interested kūpuna to the ADB. As part of our senior volunteer program, we hold a weekly Hanafuda, Japanese card game, day for our kūpuna volunteers and kūpuna community. The 2-hour activity provides our volunteers

an opportunity to connect with other kūpuna and utilize motor/brain skills to stay active while having fun and giving back to the next generation.

Kūpuna interested in volunteering with ADB fill out a volunteer application that collects the following information: name, age, address, preferred contact method, and ethnicity (optional). Kūpuna are required to provide identification/contact information that is used for screening by RSVP. Once ADB has received clearance from RSVP, the kūpuna volunteer is contacted and scheduled for a mini 15-minute training on how to wrap, sort, pack, and prepare diapers for distribution. Staff maintain a database of all volunteers and are able to meet the additional reporting requirements if awarded funding.

Proposal 7

APPENDIX A: TIER II GRANT PROPOSAL (Grants $25,000 to $150,000)
SOLICITATION NO. RGP-DCS-GIA2026

Instructions: The proposal below must be completed in full. Responses must be provided in the fillable boxes provided. Where annotated, the fillable boxes have predetermined maximum limits on character counts. Letters, numbers, punctuation marks, and spaces are included in the character count limits.

SECTION I
SUMMARY

A. Grantee Legal Name:	Aloha Harvest
B. Is Grantee a Fiscal Sponsor?	☐ Yes ☒ No
C. Grant Activity Name:	Oahu Food Rescue & Redistribution

D. Briefly describe the Grantee's background, history (including year established), and mission. *(400 character count limit)*

Aloha Harvest is an Oahu-based NPO established in 1999, leading efforts in food rescue and sustainability. Our mission is to rescue quality food to nourish and strengthen our community. We work to address the misalignment present in a food system where people go hungry while food gets wasted. Our vision is a resilient community where hunger and food waste no longer exist.

E. Briefly describe the Grant Activity and public need being filled. *(400 character count limit)*

Aloha Harvest works with a network of over 1,000 donors and charitable agencies on Oahu, collecting food donations from wholesalers/distributors, grocery stores, government agencies, restaurants, hotels, manufacturers, and farmers -- then delivering the food to faith-based organizations, food pantries, shelter housing, and social services who serve the most vulnerable populations.

F. Briefly summarize Grant Activity outcomes and measures of success, including number and description of those served. *(400 character count limit)*

- 3.2M pounds of food rescued on Oahu
- 1800 food rescue pickups annually
- Redistribution of food to 175,000 food-insecure persons

G. Council District
Check all districts that will benefit from the Grant Activity. Provide the amount requested per district. Amounts must be in whole numbers only.

☒ District 1 $15,000	☒ District 2 $30,000	☒ District 3 $15,000
☒ District 4 $15,000	☒ District 5 $15,000	☒ District 6 $15,000
☒ District 7 $15,000	☒ District 8 $15,000	☒ District 9 $15,000
Total Amount Requested (must be $25,000 to $150,000)	**$150,000**	

H. Type of Grant Activity (pick ONE category that best reflects the Grant Activity):		
1. Public Services: Projects in this category will support qualified public services and programs for the target populations deemed by the CITY to be most vulnerable.		
☐ A. Public Service – Seniors	☐ B. Public Service - Children	☐ C. Public Service - Disabilities
☐ D. Public Service – Homeless	☐ E. Public Service – Domestic Violence	☐ F. Public Service – Substance Abuse
☐ G. Public Service – Mental Health	☒ H. Public Service – Other (describe): **Increased food security for low-to-moderate income families**	
2. Arts, Culture, Community/Economic Development, and the Environment: Projects in this category will support the sustainable improvement in the well-being and quality of life of local communities, especially low- to moderate income areas.		
☐ A. Arts	☐ B. Culture	☐ C. Community Development
☐ D. Economic Development	☐ E. Environment	

GRANTEE'S CERTIFICATION AND SIGNATURE

The undersigned, subject to personal liability and penalty under applicable law, certifies that he or she: (i) is authorized to sign this Grant Proposal; (ii) personally prepared or reviewed the matters found in this Grant Proposal (including any related documents/attachments); (iii) asserts all statements made in this Grant Proposal (including all attachments) are true, accurate and complete; (iv) has the requisite skills and knowledge to assert the foregoing certification; and (v) has complied and shall continue to comply with all applicable requirements of Chapter 6, Article 29 of the Revised Ordinances of Honolulu 2021, as amended (Link), regarding private organizations receiving grants of public funds from the City and County of Honolulu.

Mele Pepa Latu — 11/21/2024

Signature of Grantee (Fiscal Sponsor) Officer — Date

Printed Name and Title:
Mele Pepa Latu, Interim Executive Director

CERTIFICATE OF THE BOARD OF DIRECTORS NO OBLIGATIONS IN ARREARS

The undersigned of the Board ("Grantee") hereby certifies that the Grantee or any principal of the Grantee or sponsored organization (where the Grantee is a Fiscal Sponsor) is not in arrears on any financial or other obligation owed to the City & County of Honolulu, a municipal corporation of the State of Hawaii.

(Signature)

Michael Tottori
(Print name)

CERTIFICATE OF THE BOARD OF DIRECTORS AUTHORIZATION TO ASSIGN AUTHORITY

The undersigned of the Board ("Grantee") hereby certifies that **Mele Pepa Latu** (name), **Interim Executive Director** (title), has been authorized by the Board of Directors to sign proposals, contracts, and related documents on behalf of the Grantee. Accordingly, I hereby assign the authority by the Board to execute proposals, contracts, and contract amendments on behalf of the Grantee, and further certify that the assigned is given the power and authority to do all things necessary to implement, maintain, amend, or renew such contracts, including but not limited to the delegation of signing authority to another employee of the Grantee.

(Signature)

Michael Tottori
(Print name)

STATE OF HAWAII)
CITY AND COUNTY OF HONOLULU)

On this 29th day of October, 2024, before me appeared Michael Tottori, personally known to me, who, being by me duly sworn, did say that he/she is the Board Chair of Aloha Harvest and that the corporation has no corporate seal, and that said instrument was signed in behalf of said corporation by authority of its Board of Directors, and said he acknowledged said instrument to be the free act and deed of said corporation.

Notary Public, State of Hawaii Victoria B. Taylor

My Commission expires: 07/20/2026

VICTORIA B. TAYLOR NOTARY PUBLIC No. 14-242 STATE OF HAWAII

Doc. Date: undated # Pages 1
Name: Victoria B. Taylor 1st Judicial Circuit
Doc. Description: Certificate of the Board of Directors No Obligation in Arrears

Signature 10/29/2024 Date

NOTARY CERTIFICATION

SECTION II
GRANT ACTIVITY INFORMATION

A. Describe how the community need, stated problem/issue, and target population are effectively validated. The description must include how the public services' target population is vulnerable or how the arts, culture, community/economic development, or environmental activities will especially support low- to moderate-income areas.

1. Provide substantive data and other qualifying information to demonstrate how the problem/issue impacts the target population and is a community priority that needs to be addressed. *(5,000 character count limit)*

ONE IN EIGHT RESIDENTS!

- In Hawaii, 13.1% of families are food insecure, affecting over 188,000 of our residents.
- On Oahu, 12.3% of families are food insecure, affecting over 124,000 residents – with a food budget shortfall of $120 million annually, just in Honolulu County alone (Feeding America, 2022).

FOOD INSECURITY

Defined as "the lack of access to enough food for an active, healthy life due to limited financial resouces," food insecurity has sharply risen in the last ten years throughout Hawaii.

About 1 in 6 Hawaii residents (18%) report skipping or reducing at least one meal a day or a few meals a week for financial reasons (Imi Pono Hawaii Wellbeing Survey, 2022). On Oahu, 12.3% of residents (over 124,550 people) are food insecure, lacking reliable access to safe and nutritious food (Feeding America, 2022). According to data from "Hunger in Hawaii," the need for food is greatest among 22% of children, 36% of Native Hawaiian and Pacific Islander households, and 11% of seniors (Feeding America, 2020; Pruitt et al, 2021).

In 2021, Feeding America reported a 9.8% food insecurity rate for Honolulu County, and a 15.1% rate of child food insecurity (32,690 children). Of these food insecure adults in Honolulu County, 51% are above the SNAP threshold of 200% poverty and 49% are below SNAP threshold. Throughout Hawaii, seniors (60+) have a food insecurity rate of 3.7% (13,482 people).

CHALLENGES IN DISPOSING FOOD WASTE

According to the USDA, food waste is the single largest component that goes into municipal landfills, where it rots under anaerobic conditions producing methane, a greenhouse gas, that is 28% to 36% more potent than carbon dioxide (USDA, 2016). The Waimanalo Gulch Landfill is nearing capacity and is scheduled to close by 2028, and no new landfill site has been selected.

On Oahu, we currently capture only 2% of potentially recoverable food, based on the latest 2017 Waste Composition study. This shows that there is still an opportunity to increase the volume of food rescued.

RISK FOR DISASTER EVENTS

Local food assessments characterize Hawaii as a "limited scale, closed food-system" where food costs are 22% of average income (compared to 13% on the continental US). Hawaii has a perilous dependence on food imports with about 90% of food being imported from a minimum of 2,500 miles away. Finally, Hawaii has a food inventory of only 10 days through its supply chain (State of Hawaii, 2012; Rocky Mountain Institute, 2007).

Recent disasters such as the COVID-19 pandemic, supply chain disruptions, environmental disasters, and general inflation have caused widespread impacts, while exacerbating food insecurity for an increasing number of people. These events effected a significant increase in emergency food assistance, and they underscore the need for actions to improve resiliency.

Food needs have increased as a result of the COVID-19 pandemic and its aftereffects, and this event has illuminated the risk for ALICE groups (asset-limited, income-constrained and employed) during crises. Additionally, the rising cost of fuel, rent, and other essentials is affecting the financial stability of Hawaii's families. As Hawaii emerges from the pandemic, a rise in food insecurity now comes amid cuts to social safety net programs such as SNAP, the child tax credit and free school lunch programs.

FOOD WASTE

At the same time of increasing need for food assistance, there are also about 237,000 tons of food (26% of available food supply) wasted annually on Oahu (City & County of Honolulu, 2017). Of that, only 2% of potentially recoverable food on Oahu is being captured through waste diversion. The Department of Environmental Services notes that food waste continues to be a significant problem that is severely impacting the City's waste management capacity.

ASSISTING OUR VULNERABLE COMMUNITY MEMBERS

Aloha Harvest assists the most vulnerable and at-risk members of the community, serving lower-income individuals and families who are food insecure by partnering with, and providing logistical support to, social service and charitable agencies. The result for our community is improved access to food assistance for those who experience long-standing inequities and those who are disproportionately impacted by disaster events.

While much progress has been made in the collection and distribution of food in Hawaii, there is still a great opportunity to bring partners together to address food security as a Social Determinant of Health. The 2021 Hawaii Community Health Needs Assessment, led by The Healthcare Association of Hawaii, identified Food Security as the second largest concern of our community. Failing to address food-security concerns allows a barrier towards better community health to persevere. Food insecurity does not exist in a vacuum: people who face challenges accessing enough food also face challenges affording adequate housing, healthcare, transportation, and other basic needs.

B. Describe the proposed plan

1. Provide a description of the Grant Activity. This description will be used as the scope of services in the contract. Describe why you chose this Grant Activity and how it will effectively address the community's problem / need. *(3,000 character count limit)*

Aloha Harvest addresses the misalignment of our food system where people can go hungry while an enormous amount of food is wasted. Our primary program activity is to rescue quality food before it enters the waste stream, and to deliver it on the same day to nonprofit partners that feed the food insecure. We provide these critical services 7 days a week, free to the donors and recipient agencies.

With the support of this grant, we will collaborate with our distribution partners to:

- Rescue 3.2M pounds of food, per year
- Complete 1,800 food rescue pickups from donors on Oahu
- Equitably redistribute food to 175,000 food-insecure persons, per year

Through our pandemic response, we experienced tremendous growth and are now operating at almost double the capacity from just a few years ago. Unfortunately, this is an indication that the ongoing supply chain disruptions, increasing prices of housing, fuel, food, and other essentials, are severely affecting the financial stability of many Oahu families.

Through our Oahu Food Rescue and Redistribution program, Aloha Harvest directly addresses our community's needs by:

1) Reducing Dependence on Food Imports - In Hawaii, it is estimated that we import 85%-95% of our food, making us vulnerable to disruptions in shipped food supply. The Oahu Food Rescue and Redistribution program helps maximize the use of our food supply, reducing dependence on imported food and increasing food security.

2) Improving Financial Security - People experiencing unemployment, or those with low income face difficulties meeting basic food needs. Food assistance can be a lifeline for those struggling financially and help to avoid detrimental coping strategies used to afford food. The simple act of providing food assistance helps to free up additional resources and income for other living expenses (e.g., rent, transportation, healthcare, etc.)

3) Reducing Waste and Greenhouse Gas - Food waste is diverted from the incinerator which produces toxic ash, and landfills where it would rot under anaerobic conditions. The anaerobic process produces methane, a greenhouse gas that is 28%-36% more potent than carbon dioxide. In Hawaii, residents waste 237,000 tons of food every year. By reducing waste and the resources it takes to produce food, Aloha Harvest is working towards strengthening our climate resilience.

4) Addressing The Social Determinants of Health – Aloha Harvest will partner with healthcare providers, particularly those in communities with signicant food-security issues, to increase community resilience and improve health outcomes.

2. Provide measurable outcomes, describe how outcomes are aligned with the purposes and priorities of the Grants in Aid Fund, and describe how outcomes directly benefit the target population. *(3,000 character count limit)*

Public Services should begin with a statement of the number of individuals that the Grant Activity will directly benefit during the Grant Term.

Arts, Culture, Community/Economic Development or Environment should begin with a statement as to how the Grant Activity supports the sustainable improvement in the well-being and quality of life of local communities, especially low to moderate income areas.

The proposed Grant Activity provides the means to scale up our current food rescue operations and meet the increased demand for food assistance in FY2025. Aloha Harvest will be able to directly benefit 175,000 food-insecure individuals (some duplication).

MEASURABLE OUTCOMES IN FY2025

- Objective 1) Rescue 3.2 million pounds of food in FY2025 (Note: Recovering 3.2 million pounds of food is equivalent to creating 2.4 million meals with an approximate value of $9 million dollars (based on Feeding America's estimate of 1.3 pounds/meal, and $2.83 dollars saved per pound of food that is recovered in Hawaii).)
- Objective 2) Complete 1,800 food rescue pickups from donors on Oahu
- Objective 3) Equitably redistribute food to 175,000 food-insecure individuals in FY2025

BENEFIT TO TARGET POPULATION
Aloha Harvest's mission is closely aligned with the City's Grant in Aid program priorities to address at-risk populations, including services to economically and socially disadvantaged populations. We distribute food to the most vulnerable members of our community, primarily serving lower income individuals, kupuna, and families with children who are food insecure, through our partnerships with 100+ social service and charitable agencies, many of whom are also grantees of the City GIA program.

3. Provide an action plan to achieve the stated measurable outcomes. If the Grant Activity involves a partnership, provide a description of each partner's role. Must include measurable milestones, specific events, or other performance measures appropriate to achieving the outcomes. *(3,000 character count limit)*

ACTION PLAN
The Aloha Harvest process begins with educating food donors, distributors, and the general public as to the benefits of a food-rescue operation. These educational sessions can occur via public-relations events, general marketing opportunities, and by word of mouth. Now in our twenty-fifth year of operation, we benefit from having strong brand-equity in our space.

As the provider of logistics from donor to distributor, our Operations team works dilligently to fit new partners into established routes. Our island-wide coordination strives for an efficient and effective rescue operation.

PERFORMANCE MEASURES
Aloha Harvest tracks key performance measures including:

- Total weight of food rescued and distributed to the food insecure
- Total pickup stops and drop off stops each vehicle makes
- Food donor information including type of operation and volume donated
- Food recipient information including type of operation and volume received and monthly data and demographics from recipients

MILESTONES
Since 1999, Aloha Harvest has rescued over 37 million (37,604,635) pounds of food. That is 37 million pounds diverted from a landfill and distributed to persons seeking food security. Our key metric is tied to the pounds of food diverted, however we realize that weight, alone, doesn't tell a whole story. In an effort to rescue and redistribute healthy food options Aloha Harvest has started to work with small farms, often harvesting leafy green vegetables that provide increased nutritional value but decreased weight by volume.

PARTNERSHIPS
Aloha Harvest cannot function without our partners, both our donor and recipient agencies. Our role is to provide a benefit to the partner agency, and an incentive to take part in the food rescue operation. We provide a tax-break to our donors, but also an opportunity-cost benefit.

Our expertise in logistics and transportation allows the donor to continue focusing on their operational strength – producing food. For our recipients, we provide that same opportunity-cost benfit, but we also provide real cash-flow benefits. Our ability to source food items at no cost to the recipient allows that agency to focus its resources on other expenses. The benefits we provide to our partners are critical in this time of tight budgets with increasing demand.

The primary donors include partners such as manufacturers, food distributors, grocery stores, food wholesalers, restaurants, convenience stores, caterers, military sites, and farms. The top

5 donors are: Pepsi Co, Foodland, Y. Hata, Meadow Gold Dairies, Ham Produce and Seafood.

The primary recipient agencies we partner with include faith-based programs, social service agencies, detention center, shelters, schools, hospitals, and other housing programs. The top 5 distribution sites are: Hawaii Cedar Church, Kalihi Valley Homes Association, Lighthouse Outreach Center, The Pantry, Oahu Community Correction Center.

4. Provide a budget narrative that explains how the budget in Section III will achieve the desired outcomes. *(3,000 character count limit)*

Direct Salaries, Wages, Fringe Benefits ($87,740)
Positions that will support this program include the Operations Manager, Operations Coordinator, Community Engagement Coordinator, and 2 Drivers. These roles are critical to the food rescue and redistribution network, and will provide oversight, inventory control, quality assurance of food, data tracking, facility maintenance, and receiving/distribution of food.

Administrative Salaries, Wages, Fringe Benefits ($25,836)
The Executive Director will manage the GIA contract, maintain communications with the City's designated Project Officer, and provide overall project/fiscal oversight.

Maintenance/Repairs ($6,424)
A portion of the project funds will support operation and maintenance of existing equipment/vehicles. AH completes a quarterly maintenance program on the reefers of our vehicles, helping us to ensure we are following DOH food safety guidelines.

Program Activities Supplies ($30,000)
The project funds will provide fuel for the 6 Food Rescue/Delivery trucks, along with food containers, food purchases to supplement deliveries, and uniforms for program staff. Food containers allows us to partner with more food donors that donate perishable foods such as restaurants, hotels and caterers.

Total Request = **$150,000**

5. Provide a timeline that is complete, realistic and appropriate to achieve the desired outcomes. This timeline should also be reflected in Section IV. *(3,000 character count limit)*

Q1 (Oct - Dec 2025)

- Grant period begins
- Food rescue team will facilitate 150 pick up per month
- Food rescue team will (re)distribute 950,000 lbs. of food (Oct-Dec)
- Business Development Team will acquire or reengage 30 new, active food donors
- Q4 2025 Impact Report is released
- Monthly team planning to review tasks and deliverables
- Community engagement efforts with our Recipient Agencies to review data, gather feedback and address concerns
- Harvesting with Aloha campaign to promote food drives and fresh produce drives to be repackaged and distributed to the community in time for the holidays.

Q2 (Jan - Mar 2026)

- Food rescue team will facilitate 150 pick up per month

- Food rescue team will (re)distribute 750,000 lbs. of food (Jan-Mar)
- Business Development Team will acquire or reengage 30 new, active food donors
- Q1 2026 Impact Report is released
- Midpoint project evaluation
- Annual data update for our recipient agencies

Q3 (Apr - Jun 2026)

- Food rescue team will facilitate 150 pick up per month
- Food rescue team will (re)distribute 750,000 lbs. of food (Apr-Jun)
- Business Development Team will acquire or reengage 30 new, active food donors
- Q2 2026 Impact Report is released
- Community Engagement event for Food Waste Prevention Week (April 7-13, 2025) and Earth Day (April 22, 2025) to promote the environment aspect of our mission

Q4 (Jul - Sep 2026)

- Food rescue team will facilitate 150 pick up per month
- Food rescue team will (re)distribute 750,000 lbs. of food (Jul-Sep)
- Business Development Team will acquire or reengage 30 new, active food donors
- Q3 2026 Impact Report is released, summarizing highlights of the entire project
- End of project evaluation, debrief, documentation of lessons learned and next steps
- Summer Community Engagement event to support summer programs for children

C. Provide evidence of the agency's ability to perform the proposed grant activity through past performance, current capacity and/or plan to acquire the capacity to perform.

1. Provide data that demonstrates proven success in offering the same, similar, or related activities to achieve the proposed outcomes. *(3,000 character count limit)*

COMMUNITY SERVED

Aloha Harvest works together with 397+ participating donors and 140+ social service agencies on Oahu, and has facilitated a wide network of over 1,000 collaborators over the past 25 years -- making it the largest collaboration between businesses and the nonprofit sector in the state.

Currently, the demographic make-up of our end consumers includes: 22% homeless, 36% unemployed, 46% Native Hawaiians and Pacific Islanders, 29% children, 16% seniors, and 10% challenged with mental illness, substance abuse or physical and/or mental disabilities.

- The food we deliver serves communities across Oahu: Honolulu (59%), Waianae/Leeward (17%), Windward (7%), Central (8%), and North Shore (9%).
- Food donations come from: Central Oahu (15.1%), Honolulu (64.3%), Waianae/Leeward (10.5%), Windward Oahu (4.5%), and North Shore (5.6%).

Aloha Harvest has also managed new projects such as The Oahu Composting Project, meal preparation, and gleaning -- demonstrating the capacity and capability to expand beyond just food rescue and large-scale distributions.

STAFFING

For the past 25 years, we have grown from a small staff of 3 with 1 rented truck, to a team of 17 and a fleet of 6 commercial vehicles. Yet our growing operations are still based in a small

350 sq. ft. office without a warehouse, and we are constrained from scaling further with our current business model of same day pickup and delivery.

COVID-19 RESPONSE

During the COVID-19 pandemic, Aloha Harvest was uniquely positioned to respond in a major way to intensified food needs. From April to December 2020, we co-hosted over 200 food distributions, providing assistance to 50,000+ families (approx. 175,000 individuals) and serving nearly 1.5M lbs. of food, purchased with CARES Act funds and foundation contributions. We were able to quickly scale our services by leasing several spaces (commercial kitchen in Kalihi, warehouse space in Halawa, fleet parking in Kaimuki, and administrative operations in the office and remote). This was all in addition to our normal food rescue operations, redistributing over 2M lbs. of quality excess food to the community.

VOLUNTEER AND DONOR ENGAGEMENT

We continue to add more food donors, food recipients, and volunteers every month through outreach efforts. In 2023, we worked with 397 food donors and 140 recipient agencies to redistribute food. During the last year, we had 334 active volunteers contributing over 1,117 hours of community service (valued at $37,397.16). Our volunteers have also rescued over 21,565 pounds of food from smaller pickups and off hours requests.

2. Describe the applicant's capacity to successfully achieve the proposed outcomes.
OR Provide a plan to acquire the capacity to successfully achieve the proposed outcomes (including how the applicant has acquired similar capacity in the past).

Responses should include organizational knowledge, staffing, fiscal resources, facilities and other resources, stakeholders and relationships, and other relevant resources. *(3,000 character count limit)*

Aloha Harvest has demonstrated leadership in connecting and bringing together different partners, as well as coordinating difficult same-day distribution logistics. The organization is more than capable of the work required to successfully expand our food rescue and redistribution program to reach more of our vulnerable low-income populations. After more than 25 years, we continue to build on our strong organizational experience, reputation, and resources which are required to successfully achieve the proposed outcomes to scale our operations by increasing the volume of food rescued and recruiting new partner donors and recipients.

STAFFING

We have a core management team, advisors, and a Board of Directors with a range of experience in nonprofit management, foodservice, warehouse operations, logistics, and capital projects of varying complexities. We have recently increased our staffing and vehicle fleet to meet increased demand. Supplementing our foundational experience in managing an extensive relationship network and coordinating complicated food distribution, the proposed grant activity aims to further expand our reach.

STAKEHOLDERS

We continue to grow a robust network of donor and recipient partners. For over two decades we have developed a reputation and skills in managing a collaborative network of over 1,000 organizations. We have a long track record, acting as an intermediary between diverse partners to rescue food, playing a critical role in connecting gaps in the food supply chain, distributing food to those with need instead of wasting. We have created a strong network that excels in connecting the different parts of the food system.

Our partner relationships have also provided us the opportunity to take on multifunctional roles, manage large service contracts, and offer expanded services (e.g.: managing subcontracts, sourcing and purchasing local goods, preparing meals, offering wraparound support services) through programs such as the Ohana Pack Distributions (C&C Department of Community Services), Meals with Aloha (Hawaii Public Health Institute), and Buy Local, Feed Local (Hawaii Community Foundation). With just these three programs, we successfully secured and managed over $2.1M in program funding over 6 months.

ORGANIZATIONAL CAPACITY TO GROW

Our ability to quickly shift our operational focus, innovate, and work with different partners was essential in our COVID-19 response, and will continue to be a critical competency for the future. Our recent success in rapidly scaling services gives us confidence that we can do even more to serve our community.

D. Describe the applicant's sustainability and/or additional long-term benefit to the community

1. Provide a plan for sustaining and / or expanding activities beyond the applicable grant period. *(2,000 character count limit)*

EXPANDING ACTIVITIES

Having access to cold/dry storage space (future business model) and commercial kitchen (future social enterprise) will present new opportunities to expand and diversify our food rescue services. Besides providing a centralized hub for Aloha Harvest to aggregate, store, prepare and distribute food, other partners integrating into the space could create opportunities for increased collaboration and shared operating costs. It is our hope that fostering our network of partners by clustering activity in a food hub should lead to creating new jobs and additional services.

The steps developed for the next five years of creating a Resilience Food Hub project on Oahu are as follows:

1) Develop Positions Needed to Support the Resilience Food Hub – building capacity as we transition from a current vehicle-only service delivery to a warehouse facility
2) Scale Food Rescue Operations – revamp and improve food rescue operations to meet growing demand for food assistance
3) Increase Community Engagement and Support – nurture existing partnerships, re-engage previous supporters, and develop new collaborative opportunities
4) Develop a Fund Development Strategy – it is critical to establish a comprehensive fundraising plan

EXPANDING SUSTAINABILITY

A food hub will also facilitate organizational resilience and sustainability through the development of social enterprise programs to ensure long-term viability which could include opportunities for Aloha Harvest to build mission-based revenue generating operations.

An additional opportunity for the long-term expansion for Aloha Harvest may be to set up Food Rescue and Redistribution operations on one or more of the neighbor islands (Maui, Kauai, Hawaii Island). Many discussions have taken place over the last few years, as stakeholders on those islands have asked to replicate the unique food rescue operation that Aloha Harvest excels at on Oahu.

2. Describe the applicant's capacity and resources to carry out the above plan (staffing, funding, etc.) beyond the grant period. *(2,000 character count limit)*

CAPACITY AND RESOURCES

In the past three years, Aloha Harvest has been able to more than double its income/operating budget. As a nonprofit organization, we rely on a combination of sustained funding from its longtime financial supporters, bringing onboard new funders through an aggressive communications and marketing strategy, and overall increased value in contributions.

Scaling up food rescue operations will address the long-term recovery from the COVID-19 pandemic. As we have increased our staff and fleet in response to the community's immediate needs, we are also thoughtfully planning how to sustain our efforts over the long-term.

BEYOND THE GRANT PERIOD

Our mission resonates with many funders and volunteers who continue to support and strengthen our work. Many of these stakeholders, including several large foundations, have explicitly expressed their support of our core programs, to help create a more sustainable, resilient, and equitable food system in Hawaii.

E. No CITY funds or assistance.

The highest consideration will be given to applicants that do not receive other funding or any form of assistance from the CITY. While applicants that receive other funding or assistance from the CITY may apply for Grants in Aid funding, the extent of funding or assistance already received in relation to services provided must be considered prior to awarding Grants in Aid funds.

A percentage of the sub-total criteria points will be awarded to Grantees based on the criteria below and the information about past funding / assistance from the CITY that follows.

The applicant has received no award from the CITY within the last 3 years.	**10%**
The applicant has received 1-2 awards from the CITY within the last 3 years.	**7%**
The applicant has received 3-5 awards from the CITY within the last 3 years.	**5%**
The applicant has received between 6-9 awards from the CITY within the last 3 years.	**3%**
The applicant has received 10 or more awards from the CITY within the last 3 years.	**0%**

GRANTEE RECEIPT OF CITY GRANTS

Identify all CITY grants received by Grantee (or Fiscal Sponsor) in the last three (3) years. Information will be verified by the CITY.

1. Grant Activity Name & Contract #: FY2025 GIA (Contract: TBD)
   Grant Period: TBD Grant Amount: $150,000
   Grant Purpose: Oahu Food Rescue and Redistribution
   Grant Activity Status: ☒ Underway ☐ Completed ☐ Canceled
   Administrating Division: Community Services

2. Grant Activity Name & Contract #: FY2024 GIA (CT-DCS-2400006)
   Grant Period: Nov 2024 – Oct 2025 Grant Amount: $200,000
   Grant Purpose: Food Resilience Hub – Phase II
   Grant Activity Status: ☒ Underway ☐ Completed ☐ Canceled
   Administrating Division: Community Services

3. Grant Activity Name & Contract #: _____
   Grant Period: _____ Grant Amount: _____
   Grant Purpose: _____
   Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
   Administrating Division: _____

4. Grant Activity Name & Contract #: _____
   Grant Period: _____ Grant Amount: _____
   Grant Purpose: _____
   Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
   Administrating Division: _____

5. Grant Activity Name & Contract #: _____
   Grant Period: _____ Grant Amount: _____
   Grant Purpose: _____
   Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
   Administrating Division: _____

6. Grant Activity Name & Contract #: _____
   Grant Period: _____ Grant Amount: _____
   Grant Purpose: _____
   Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
   Administrating Division: _____

7. Grant Activity Name & Contract #: _____
   Grant Period: _____ Grant Amount: _____
   Grant Purpose: _____
   Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
   Administrating Division: _____

8. Grant Activity Name & Contract #: _____
   Grant Period: _____ Grant Amount: _____
   Grant Purpose: _____
   Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
   Administrating Division: _____

E. Age Friendly Honolulu (Complete only if applying for the bonus points)
Consideration is to be given to applicants that incorporate the vision and goals of the Age-Friendly Honolulu Program (as codified in ROH Chapter 2, Article 22), including but not limited to (1) enabling residents of all ages to actively participate in activities that keep them socially engaged, healthy, and active; and (2) removing barriers to inclusion for and providing support services to vulnerable residents and/or have physical limitations.

If awarded bonus points for being an Age-Friendly Honolulu project, the Grantee will be subject to additional reporting requirements, including but not limited to name, age, and physical location of seniors being served by the project.

To be eligible for the bonus points as an Age-Friendly Honolulu project an organization must demonstrate the proposal aligns with Age-Friendly Honolulu's priorities by completing the following TWO steps:

1) Go the following website https://www.hiphi.org/age-friendly-honolulu/ to access an Age-Friendly Honolulu training video. The video should be watched by at least one (1) person from the non-profit organization in a leadership position (Executive Director, Administrator, or equivalent). This video will define an "age-friendly city" and explain what types of projects align with the Age-Friendly Honolulu Vision.
2) Complete the section below by selecting which Age-Friendly Honolulu category best fits the activities of your organization and providing a brief description of how your proposal is an Age-Friendly Honolulu project.

☒ Enabling Residents of all ages to actively participate in activities that keep them socially engaged, healthy, and active, particularly at the oldest ages

☐ Providing Kupuna with meaningful roles in the community, including mentors, volunteers, or through intergenerational programming

☐ Removing barriers to support community inclusion and accessibility for persons of all abilities.

3) How is your proposal an Age-Friendly Honolulu Project and explain how your organization can meet the additional reporting requirements if awarded? *(2,000 character count limit)*

Aloha Harvest provides volunteer opportunities that residents of all ages can participate in, many who are kūpuna in our communities. These volunteer opportunities can provide social engagement, active movement, and are flexible enough to remove all reasonable barriers to inclusion.

We are currently working with our volunteers (to include kūpuna) and community partners to establish increased food distribution to underserved communities. For example, we are collaborating with KEY Project to expand both of our capacity to meet the food assistance needs of the people in the Windward/North Shore communities. One of the direct beneficiaries of this effort will be their weekly Kūpuna breakfast, serving anywhere from 50-70 seniors every Friday. In the Leeward/Central Oahu communities, we are collaborating with the Kroc Center to supplement their existing services on campus such as Fill a Need Friday, benefitting families with children and the kūpuna.

Aloha Harvest also works alongside many kūpuna homeowners through a Community Harvest program. Kūpuna who do not have the capacity to maintain their gardens or trees are provide harvesting services to effectively utilize their garden produce to feed our community.

Proposal 8

APPENDIX A: TIER II GRANT PROPOSAL (Grants $25,000 to $150,000)
SOLICITATION NO. RGP-DCS-GIA2026

Instructions: The proposal below must be completed in full. Responses must be provided in the fillable boxes provided. Where annotated, the fillable boxes have predetermined maximum limits on character counts. Letters, numbers, punctuation marks, and spaces are included in the character count limits.

SECTION I
SUMMARY

A. Grantee Legal Name:	Aloha Medical Mission
B. Is Grantee a Fiscal Sponsor?	☐ Yes ☒ No
C. Grant Activity Name:	Dental Services
D. Briefly describe the Grantee's background, history (including year established), and mission. *(400 character count limit)*	
Aloha Medical Mission has been in the healthcare business since 1983, motivated by its mission of " Bringing Hope and Impacting the Lives of People We Serve". Its impact has affected people in over 18 countries overseas, and then, expanded to Hawaii in 1995. The free Dental Clinic provides basic dental services and is the last safety net for marginalized population in Hawaii.	
E. Briefly describe the Grant Activity and public need being filled. *(400 character count limit)*	
Public health interventions through the clinic include 1) primary prevention through First Smile, health education for keikis; 2) secondary prevention through basic dental services, such as examinations, fillings, extractions, and health education; and 3) tertiary prevention through Welcome Smile for women who have been abused or incarcerated. The recipients are the uninsured and underinsured.	
F. Briefly summarize Grant Activity outcomes and measures of success, including number and description of those served. *(400 character count limit)*	
Over the past 4 years, AMM has fulfilled it deliverables and in 2021 AMM EXCEEDED dental visits by 17% (2,411) and number of new Welcome Smile women treated by 41% (41). We were able to achieve these goals in 9 months in spite of the COVID-19 pandemic. The people we serve are the low-income population with 54% coming from the Honolulu area and majority between 41 to 65 years of age.	
G. Council District **Check all districts that will benefit from the Grant Activity. Provide the amount requested per district. Amounts must be in whole numbers only.**	

☒ District 1 $20,000	☒ District 2 $30,000	☒ District 3 $15,000
☒ District 4 $10,000	☒ District 5 $24,000	☒ District 6 $25,000
District 7 $10,000	District 8 $10,000	☒ District 9 $6,000

Total Amount Requested (must be $25,000 to $150,000)	$150,000

H. Type of Grant Activity (pick ONE category that best reflects the Grant Activity):		
1. Public Services: Projects in this category will support qualified public services and programs for the target populations deemed by the CITY to be most vulnerable.		
☐ A. Public Service – Seniors	☐ B. Public Service - Children	☐ C. Public Service - Disabilities
☐ D. Public Service – Homeless	☐ E. Public Service – Domestic Violence	☐ F. Public Service – Substance Abuse
☐ G. Public Service – Mental Health	☒ H. Public Service – Other (describe): Free Basic Dental Services for Uninsured, Underinsured, and Low-Income	
2. Arts, Culture, Community/Economic Development, and the Environment: Projects in this category will support the sustainable improvement in the well-being and quality of life of local communities, especially low- to moderate income areas.		
☐ A. Arts	☐ B. Culture	☐ C. Community Development
☐ D. Economic Development	☐ E. Environment	

GRANTEE'S CERTIFICATION AND SIGNATURE

The undersigned, subject to personal liability and penalty under applicable law, certifies that he or she: (i) is authorized to sign this Grant Proposal; (ii) personally prepared or reviewed the matters found in this Grant Proposal (including any related documents/attachments); (iii) asserts all statements made in this Grant Proposal (including all attachments) are true, accurate and complete; (iv) has the requisite skills and knowledge to assert the foregoing certification; and (v) has complied and shall continue to comply with all applicable requirements of Chapter 6, Article 29 of the Revised Ordinances of Honolulu 2021, as amended (Link), regarding private organizations receiving grants of public funds from the City and County of Honolulu.

Signature of Grantee (Fiscal Sponsor) Officer

Printed Name and Title: Rae Mei Ling Isaacs

Date
11/20/2024

CERTIFICATE OF THE BOARD OF DIRECTORS NO OBLIGATIONS IN ARREARS

The undersigned of the Board ("Grantee") hereby certifies that the Grantee or any principal of the Grantee or sponsored organization (where the Grantee is a Fiscal Sponsor) is not in arrears on any financial or other obligation owed to the City & County of Honolulu, a municipal corporation of the State of Hawaii.

(Signature)

Rei M L Isaacs
(Print name)

CERTIFICATE OF THE BOARD OF DIRECTORS AUTHORIZATION TO ASSIGN AUTHORITY

The undersigned of the Board ("Grantee") hereby certifies that Mei Ling Isaacs, Executive Director, has been authorized by the Board of Directors to sign proposals, contracts, and related documents on behalf of the Grantee. Accordingly, I hereby assign the authority by the Board to execute proposals, contracts, and contract amendments on behalf of the Grantee, and further certify that the assigned is given the power and authority to do all things necessary to implement, maintain, amend, or renew such contracts, including but not limited to the delegation of signing authority to another employee of the Grantee.

(Signature)

Bryson Chang
(Print name)

STATE OF HAWAII)
CITY AND COUNTY OF HONOLULU)

On this 20 day of November, 2024; before me appeared Rei Mei Ling Isaacs, personally known to me, who, being by me duly sworn, did say that he/she is the Executive Director of Aloha Medical Mission and that the corporation has no corporate seal, and that said instrument was signed in behalf of said corporation by authority of its Board of Directors, and said she acknowledged said instrument to be the free act and deed of said corporation.

CHARICE QUINTANA NOTARY 19-427 PUBLIC STATE OF HAWAII

Charice Quintana
Notary Public, State of Hawaii

My Commission expires: October 20, 2027

Doc. Date: Nov. 20, 2024 # Pages 17
Name: Charice Quintana 1st Circuit
Doc. Description: FY26 Grants in Aid Appendix A Tier II: Grant Proposal

Charice Quintana 11/20/24
Signature Date

NOTARY CERTIFICATION

CHARICE QUINTANA NOTARY 19-427 PUBLIC STATE OF HAWAII

SECTION II
GRANT ACTIVITY INFORMATION

A. Describe how the community need, stated problem/issue, and target population are effectively validated. The description must include how the public services' target population is vulnerable or how the arts, culture, community/economic development, or environmental activities will especially support low- to moderate-income areas.

1. Provide substantive data and other qualifying information to demonstrate how the problem/issue impacts the target population and is a community priority that needs to be addressed. *(5,000 character count limit)*

Before the COVID-19, people of color, low-income individuals, women, older adults, and people with disabilities remained at increased risk of being uninsured, creating barriers to health care accessibility and comprehensive health care services, essential to ensuring quality of life for everyone. Significant health disparities in Hawaii affect the socially deprived groups so that they are more likely to have dental problems, less likely to visit a dentist regularly and less likely to achieve optimal health. This pandemic has taken a toll on the financial security and well-being of the low-income group because they have lost their jobs and health insurance, are isolated at home, and must cope with increased insecurity in meeting basic necessities.

According to the ALICE (Assets Limited, Income Constrained, Employed) Report of 2020, 42%
(611,403) of Hawaii's households were below the ALICE threshold and have difficulty making ends meet. During this current pandemic, ALICE households increased because of the rising cost of living and stagnant wages. Of this group, 54% (10,370) were Native Hawaiians and 38% (33,566) Asians and 11% (36,527) were 45 to 65 years of age and 10.8% (33,564) 65 years and older. ALICE population is as diverse as the general population, composed of people of all ages, genders, races, ethnicities, and living on all islands.

The baby boomers are aging and live longer, comprising 16% (255,707) of the population in 2018. They, too, are having trouble meeting basic needs after retirement due to rising housing costs and additional cost for chronic diseases. Healthy People 2020 have identified social factors, such as education, employment status, income level, gender, and ethnicity that impact health disparities. Improvement of economic stability, investment in quality education, and expanding access to primary care and preventive services are important to help people remain healthy and improve the health of the community.

Tooth decay is the most common chronic disease for adults, which can lead to severe tooth loss and reduced employment prospects. In addition, 60% of Native Hawaiians and other Pacific Islanders, 58% of those below the poverty level, and 76% of the uninsured have difficulty accessing dental care. Access to oral health services in Honolulu County need to be improved, especially in the rural and low-income areas, which are federally designated health professional shortage areas for dental health. The State also needs to fund oral preventive services for Medicaid because the increase in dental emergencies can be attributed to increased demand for care. In addition, dental problems seem to be more severe among new immigrants, especially Micronesians and Filipinos, which can be attributed to lack of preventive care in their own home countries. Such inequities result in higher medical care costs, lost work productivity, and economic losses due to premature deaths.

B. Describe the proposed plan

1. Provide a description of the Grant Activity. This description will be used as the scope of services in the contract. Describe why you chose this Grant Activity and how it will effectively address the community's problem / need. *(3,000 character count limit)*

In 2018 64% (1,107,096) of Hawaii's adults were employed. However, the reality is that 33% (190,390) of these households struggled to support themselves, including older adults who were working and those retired. According to the Institute of Women's Policy Research, in 2018 only 61% of Hawaii's working adults (19-64 years) were economically secure but 81% of single women with children WERE NOT. Currently, traditional jobs have become hourly wages with fewer benefits, such as health insurance or retirement. The strength of our economy is closely associated with financial stability of its residents, including those socially disadvantaged, earning enough to meet basic needs not only during times of economic growth but also during periods of crisis and recovery.

ALICE households and their surrounding communities have been impacted by the current pandemic because of very little job security, continued lower wages, and having little or no savings to pay for unexpected expenses. The ALICE population consists of people in our neighborhood, working but still struggling to get by each month. Low income is associated with less education, high rates of unemployment, and poorer dental health. The benefits of adequate income for ALICE households would be access to quality health care, leading to better mental and physical health, including increased life expectancy, improved access to preventive care, increased work/school productivity, and less need for emergency care. For the community, it means nominal health care costs, improved work, and increased health equities.

Poor oral care can have significant negative health impacts, affecting a person's ability to eat, speak, work, communicate, and learn. Severe tooth loss is associated with lower general health and having other chronic diseases, such as diabetes and heart disease. According to the Health Policy Institute, as of 2015 low-income adults in Hawaii stated that their mouth and teeth were in poor condition so that 22% felt embarrassed; 18% reported the effects of interviewing for a job; and 29% lessened their social interactions. The risk factors for oral health disparities, identified in 2016 by the Hawaii State Department of Health, were that 32% did not see a dentist within the past year, 47% had their permanent teeth removed, and 17.8% ended up using the emergency room.

In "A Community Health Plan - Healthy Hawaii 2020", strategies to decrease such disparities are expanding affordable and accessible preventive dental services to the low-income population, increasing adult Medicaid dental services, and conducting ongoing oral health educational campaigns. This is what AMM free Dental Clinic has provided in Honolulu County over the last 19 years through its free DENTAL CLINIC, through WELCOME SMILE, restorative care for abused or incarcerated women, and through FIRST SMILE, an oral health education program for keiki and kupuna.

2. Provide measurable outcomes, describe how outcomes are aligned with the purposes and priorities of the Grants in Aid Fund, and describe how outcomes directly benefit the target population. *(3,000 character count limit)*

Public Services should begin with a statement of the number of individuals that the Grant Activity will directly benefit during the Grant Term.

Arts, Culture, Community/Economic Development or Environment should begin with a statement as to how the Grant Activity supports the sustainable improvement in the well-being and quality of life of local communities, especially low to moderate income areas.

A) AMM will provide at least 249 dental visits per month for a total of 2,990 visits or an increase of 15% for the disadvantaged population on Oahu, including women, older adults, immigrants, low-income residents, uninsured, and the homeless. In spite of COVID-19 and the relocation of our clinic in 2020 to the AUW building, the number of dental visits increased by 10% from 2019 (2,971) probably due to the rise in unemployed and uninsured residents and those in need of urgent care. The top diagnoses for emergency visits were pain-related due to fractured teeth, infection, or gum disease.

We retained at least 7 of our 13 volunteer dentists, assisting us in maintaining the availability of appointments. Additionally, we avoided a wait list by dropping the eligible poverty level from 200% to 150% and implementing a walk-in policy for returning patients with the understanding that they may have to wait or may not be seen.

Our basic dental services complement the comprehensive services provided by the community health centers. We even serve Medicaid adults because their treatment only covers extractions and older adults with Medicare A because the coverage is for hospitalization and catastrophic care. By providing preventive services we are able to avoid serious dental problems, minimize dental costs, and avoid emergency visits in the community. We continue to be the safety net for FREE basic dental care in Honolulu County.

B) At least 3 new WELCOME SMILE (WS) women will be treated per month for a total of 40. According to the National Women's Law Center, April 2021, more than a year of COVID-19 has had a devastating long-term effect on the health and well-being and economic security of women and their families. In addition, domestic violence against women has increased due to loss of jobs, caring for children not in school, and isolation at home. Unfortunately, women and communities of color have experienced health disparities, creating a significant public health problem in Hawaii and forcing them to neglect their dental health.

In addition, to restorative care, these women receive basic preventive services. Although the treatment is temporary for these women, it restores their "smile" and transforms them into confident individuals, who are willing to seek a better outcome for their families and avoid the aftereffects of poor health choices.

AMM will strive to be a good tenant to Aloha United Way, responsible for the monthly rent. Sadly, we have had to curtail our outreach efforts but continue to maintain our relationship with our 12 community partners. We are collaborating with the Hawaii Dental Service on their "Kupuna Smiles" program for caregivers. Additionally, we have retained contact with the preschools and elementary schools, soliciting interest for First Smile, the virtual program. Students from the University of Hawaii Dental Hygiene Program and the Hawaii Dental Assisting Program have returned to volunteer.

3. Provide an action plan to achieve the stated measurable outcomes. If the Grant Activity involves a partnership, provide a description of each partner's role. Must include measurable milestones, specific events, or other performance measures appropriate to achieving the outcomes. *(3,000 character count limit)*

3. Provide an action plan to achieve the stated measurable outcomes. If the Grant Activity involves a partnership, provide a description of each partner's role. Must include measurable milestones, specific events, or other performance measures appropriate to achieving the outcomes. *(3,000 character count limit)*

A) AMM plans to preserve our current clinic staff of 6, who are key to operating the free clinic 5 days a week. This will help to reduce visits to the emergency rooms for untreatable dental problems and unnecessary hospitalizations, reduce dental costs, and minimize dental and medical complications.
B) It is also critical to maintain the Executive Director, who is responsible for the overall operation of the organization and the free Dental Clinic, and the office manager, who assists the dental director with the supervision of clinic staff and occasionally serves as a receptionist at the front desk.
C) The successful retention of our 7 volunteer dentists is essential to increasing clinic hours and the availability of appointments for growing patient demands for necessary dental services on Oahu. Due to COVID-19 catastrophe, we have not been able to have the annual Recognition event for our volunteers. However, the Executive Director plans to send them a "Mahalo" letter from the Board of Directors for their inspiring volunteer efforts. There are also plans to recruit at least 2 more dentists with the understanding that they will have malpractice coverage through the Federal Torts Claim Act (FTCA) under the clinic.
D) Our community partners are indispensable, helping us increase the number of visits and WS women treated. We have looked after these relationships through mobile contacts, virtual contacts, and email messages, reminding them of the free dental services and the new clinic site.
E) AMM has established its capability of recruiting student volunteers before COVID-19. In 2021 we enlisted the UH Dental Hygiene and the Kapiolani Community College Dental Assisting Programs to assign their students to the clinic, which has enhanced our services and added to the availability of appointments. This also allowed us to mentor future health professionals and increased our volunteer pool; thus, leveraging our limited resources.
F) First Smile-The Virtual Program has been created by the outreach dental hygienist. She has been in continual contact with preschools, including Head Start, and elementary schools on Oahu, some on Kauai, to solicit interest in scheduling these oral health education presentations. The first one was conducted on Oahu in October 2021 and was a success according to the evaluation of the teacher. The dental hygienist has also been in contact with health occupation classes in various high schools on Oahu to solicit interest in restarting "Train the Trainer" program for First Smile virtual presentations.
G) The outreach dental hygienist is also working with the Hawaii Dental Service on their "Kupuna Smiles" program, educating caregivers of older adults on good oral hygiene practices.
H) As a good tenant and the need for a physical site, AMM promises to maintain the AUW facility, take any corrective action in its care, and pay the monthly rent on time.

4. Provide a budget narrative that explains how the budget in Section III will achieve the desired outcomes. *(3,000 character count limit)*

For the last 26 years AMM has been providing free dental care on Oahu to the marginalized population, which includes women, people of color, immigrants, older adults, and the homeless. However, being free means revenues are not generated to support the operation of the clinic, which is expected to be $587,440. Therefore, we are dependent on the aid of the charitable foundations in Hawaii, individual donors, our invested stakeholders, fundraising events, which have had to be put on hold, and the City Grant-in-Aid.

Our business has been affected by COVID-19 with increased expenses, less volunteers, augmented demand for urgent dental care, and residents afraid of exposure to the infection. However, the influence behind AMM continues to its mission of "Bringing Hope and Impacting the Lives of People We Serve". The staff is exclusively committed to ensuring that the free Dental Clinic is operational and can be relied upon to meet the demands for services.

Maintenance of capable and dependable clinic staff is vital to the success of this clinic. Therefore, 80% of the budget will be used to support personnel.

Of the total amount, 9% will be used to maintain administrative staff, which includes the Executive Director(ED) and Office Manager. The ED is responsible for the management of the organization and the operation of the free Dental Clinic. The Office Manager not only keeps track of expenditures for the organization and grants awarded but also helps the Dental Director with the supervision of clinic staff and occasionally sits at the front desk to welcome patients. The remaining funds of 10.7% will be used to pay for clinic rent.

As stated earlier, the Dental Clinic does not make money because it has always been free to those in need. Without reliable funding, it will be difficult to ensure adequate professional hours to meet the demands, which means quality services cannot be delivered. Therefore, we depend upon benevolent foundations, generous donors, our compassionate investors, certain government grants, and fundraising campaigns to raise the necessary operational funds to carry the clinic through these overwhelming times. The stability of the clinic has been more than demonstrated over the years, adapting to many challenges; continuing operation of its needed dental services, in spite of funding and staffing limitations; resuming other dental programs, such as Welcome Smile and First Smile; and efficiently utilizing our limited number of volunteer dentists and students to increase availability of appointments.

5. Provide a timeline that is complete, realistic and appropriate to achieve the desired outcomes. This timeline should also be reflected in Section IV. *(3,000 character count limit)*

Being the only free Dental Clinic on Oahu, AMM has become the safety net for the gap group of older adults, women, people of color, the homeless, underserved immigrants, and the "working poor", a group unduly affected by underlying health problems linked to poverty, encountering discrimination with medical care, and experiencing major economic disruption, such as loss of jobs and health insurance. In spite of this calamity, AMM continues to provide free dental care throughout the COVID-19 crisis and previously, preserving the safety net for the vulnerable in the community. We have upheld clinic hours, maintained our clinic staff, retained our volunteers, and increased our patient count. We have also persisted in contacting our community partners, educational institutions, and emergency rooms in order to preserve our presence on Oahu for free dental care.

Timeline for FY26 Grant Year,

1) Ongoing – Maintain current AUW facility.
2) Ongoing – Preserve current dental staff of 6 to provide direct dental services.
3) Ongoing – Utilize and retain 5 volunteer dentists.
4) Ongoing – Uphold clinic hours of 5 days a week.
5) October 2025 to September 2026 – Provide at least at least 140 dental visits per month for a total of 1680.
6) October 2025 to September 2026 – Treat at least 3 Welcome Smile women per month for a total of 36.
7) October 2025 to September 2026 – Pay at least $1,796 per month of the rent for a total of $21,560.
8) October 2025 to September 2026 – Renew partnerships with community agencies, educational institutions, and Emergency Departments to enlist them in referring eligible patients to the clinic.
9) October 2025 to September 2026– Schedule First Smile – The Virtual Program with at least 6 preschools and elementary schools on Oahu and at least 4 preschools and elementary schools on Kauai.

10) October 2025 to September 2026 – Rotate eligible students in dental hygiene and dental assisting programs in the clinic setting.
11) October 2025 to September 2026 – Participate in at least 3 Oahu community events, if held.
12) August 2025 – Approach Oahu high schools with Health Occupation classes to solicit interest in "Train the Trainer" Program for Virtual First Smile.
13) October 2025 – Schedule "Train the Trainer" sessions for at least 4 interested high schools students.
14) December 2025 – Have the trained students schedule presentations with at least 4 preschools and elementary schools on Oahu and evaluate the outcomes.
15) December 2025 – Recognize our faithful volunteer dentists.
16) January 2026 – Attend the Hawaii Dental Association Convention, if held.
17) February 2026 – Recruit at least 2 more volunteer dentists.
18) Ongoing – Maintain relationship with AUW as a good tenant and partner.
19) September 2026 – Achieve deliverables listed in APPLICATION A. SECTION IV.

C. Provide evidence of the agency's ability to perform the proposed grant activity through past performance, current capacity and/or plan to acquire the capacity to perform.

1. Provide data that demonstrates proven success in offering the same, similar, or related activities to achieve the proposed outcomes. *(3,000 character count limit)*

Over the last 19 years, AMM has demonstrated its success in providing free basic dental services to the disadvantaged and vulnerable population in Honolulu County, in spite of challenges with funding and adequate staffing and the COVID-19 pandemic. There has been a steady growth in patients and dental visits; continuation of the clinic; development of strategic partnerships with community agencies and educational institutions; recruitment and retention of volunteer dentists and students; and success in attainment of funds to continue the free dental services.

From 2014 – 2020 we have provided 15,817 dental visits to 5,429 individuals, of whom 22% were Native Hawaiians, 20% Other Pacific Islanders, 18% Caucasians, 12% Asians, and 12% Filipinos; 18% were immigrants; 89% had incomes below $25,000; 45% were unemployed; 47% lived in the Honolulu District, 22% Leeward Oahu, 16% Windward Oahu, and 14% Central Oahu; 59% were uninsured and 54% underinsured; and 56% were females. The average volunteer hours put in by the dentists for the last 6 years were 728 hours for an average of 60.7 hours per month.

In 2021 of the 2,412 dental visits for a total of 567 individuals, Districts II captured 20.9% of the visits, VI 16%, V 14.8%, and III 10%; 57% (370) were women; 21% were Caucasians, 17% Native Hawaiians, 16.9% Asians, 11% Pacific Islanders, and 10% Filipinos; 56% had Medicaid; and 9.6% (233) were emergency walk-in visits due to fractured tooth, severe caries, abscess, and gum disease.

Public health interventions, addressing one or more of the three levels of prevention, are 1) primary prevention, averting the onset of a dental problem which First Smile does; 2) secondary prevention, providing early intervention, which is the Dental Clinic; and 3) tertiary prevention, decreasing the impact of a particular problem, which Welcome Smile does to improve teeth appearance. AMM helps to remove the obstacles to dental care and decrease health disparities among the marginalized so that everyone has a "fair and just opportunity to be healthier".

Our community partnerships have been positive as reflected in the number of referrals made, reports of the impact of the treatment on the lives of their clients, and the affirmative comments made by patients surveyed. It is estimated that over the last 6 years AMM has provided over $3,435,915 in dental procedures for an average of $572,653 annually.

We have been able to execute this grant activity through the commitment and loyalty of our staff, which has ensured that the clinic is open 5 days a week, that quality services are afforded to all patients, and that everyone is respected. Through team effort problems are resolved, feasible improvements are made, and good working relationships are promoted. Our resiliency over the years can be attributed to our dedicated staff, our volunteers, the Executive Director, and to the Board of Directors, who continue to support the organization and its mission.

2. Describe the applicant's capacity to successfully achieve the proposed outcomes.
OR
Provide a plan to acquire the capacity to successfully achieve the proposed outcomes (including how the applicant has acquired similar capacity in the past).

Responses should include organizational knowledge, staffing, fiscal resources, facilities and other resources, stakeholders and relationships, and other relevant resources. *(3,000 character count limit)*

In the past 2 years the Board of Directors has changed, bringing in new people with skills in finance, human resources, marketing, dental care, medicine, and accounting. With their guidance and unwavering belief in the mission of AMM, especially during the COVID-19 disaster, the Dental Clinic has been able to achieve the 2021 deliverables within in 9 months. The Board is still in the process of developing the Strategic Plan, which will definitely help us to evolve, streamline our operations, expand our services into all parts of Honolulu County, and eventually achieve financial security.

Currently, staffing is adequate so that the clinic is able to operate smoothly and efficiently. Our personnel has demonstrated their devotion to the patients by ensuring that the clinic is open 5 days a week, that best practices for dental care are utilized, that each and every patient is valued and respected, and that sanitation and hygiene are maintained at all times. Patients, who have been surveyed, have provided affirmation of this.

The Executive Director has demonstrated her talent in working with various community groups, donors, foundations, sponsors, and government agencies in the administration of the organization and the clinic. She has collaborated with community groups to become stakeholders in what we do and what we offer; engaged strategic partners; retained and recognized our volunteer dentists annually; and promoted the Dental Clinic through the clinic mascot, Ikaika, the Cavity Fighting Bear. She was successful in implementing a virtual fundraising event in 2020 called PARTNERS IN WINE which netted about $150,000.

Our contracted accountant has done an excellent job of keeping track of our fiscal resources and expenditures and has assisted Executive Director and the organization in the development of the annual budget. She has years of experience in dealing with the City GIA contracts and is proficient in doing the required monthly reports. The volunteer grant writer and manager assists the Executive Director in researching potential funding opportunities for the Dental Clinic and the creation of grant proposals to support the operation. She works closely with the accountant to develop realistic grant budgets. She is passionate about the mission of the clinic and the need for dental services to residents with health disparities due to income, ethnicity, age, gender, and geography.

AMM has a core of steadfast fiscal investors, such as the Hawaii Dental Service Foundation and the City Grant-in-Aid, which bolsters the financial stability of the clinic that generates no income. It helps to keep up operations for the benefit of the needy living in Honolulu County. Our community patrons continue to support our mission in Hawaii, utilize our services for their clients, and provide positive feedback on the difference our services has made on their lives and that of their families.

D. Describe the applicant's sustainability and/or additional long-term benefit to the community

1. Provide a plan for sustaining and / or expanding activities beyond the applicable grant period. *(2,000 character count limit)*

The long-term goal for the sustainability of the free Dental Clinic is to find staunch financial supporters, who believe in the idea of a free Dental Clinic for the destitute in Honolulu County and will support this concept unwaveringly. We also plan to explore grants that provide funding for at least 2 years or more so that we are not constantly writing grant proposals and having to piece together funding from various grants awarded annually. We have been fortunate that Hawaii Dental Service (HDS) Foundation has bestowed upon us funding for clinic operations for 2 years.

The continuation of free dental care since 1995 serves as evidence of AMM's capability to sustain this lasting benefit to the community. Our success can also be measured in our skill in finding funding prospects, such as the AUW Safety Net Fund, G.N. Wilcox Foundation, Women's Fund of Hawaii, and the City GIA, as well as our own fundraising efforts to reduce health discrimination among this targeted group. We ARE the last safety net for free dental care for the impoverished and powerless, including low-income individuals, women, older adults, immigrants, and the homeless.

AMM is considering expansion of our dental services to the borders of Oahu to serve more of those in poverty and more of the Native Hawaiians, who have endured health inequities due to geography, income, and ethnicity. However, this will be dependent upon recovery efforts of the economy and healthcare system as the COVID-19 crisis lessens. We have maintained our contacts with our community partners throughout the pandemic in order to move forward once the economy opens up. They will help us sustain the long-term benefits of the clinic by promoting our services, making referrals, and becoming stakeholders for dental issues in the community. All of the services that AMM has provided over the years have had and will continue to have lasting benefits on the dental health of its residents.

2. Describe the applicant's capacity and resources to carry out the above plan (staffing, funding, etc.) beyond the grant period. *(2,000 character count limit)*

In the past 2 years the Board of Directors has changed, bringing in new people with skills in finance, human resources, marketing, dental care, medicine, and accounting. With their guidance and unwavering belief in the mission of AMM, especially during the COVID-19 disaster, the Dental Clinic has been able to achieve the 2021 deliverables within in 9 months. The Board is still in the process of developing the Strategic Plan, which will definitely help us to evolve, streamline our operations, expand our services into all parts of Honolulu County, and eventually achieve financial security.

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patient is valued and respected, and that sanitation and hygiene are maintained at all times. Patients, who have been surveyed, have provided affirmation of this.

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AMM has a core of steadfast fiscal investors, such as the Hawaii Dental Service Foundation and the City Grant-in-Aid, which bolsters the financial stability of the clinic that generates no income. It helps to keep up operations for the benefit of the needy living in Honolulu County. Our community patrons continue to support our mission in Hawaii, utilize our services for their clients, and provide positive feedback on the difference our services has made on their lives and that of their families.

E. No CITY funds or assistance. The highest consideration will be given to applicants that do not receive other funding or any form of assistance from the CITY. While applicants that receive other funding or assistance from the CITY may apply for Grants in Aid funding, the extent of funding or assistance already received in relation to services provided must be considered prior to awarding Grants in Aid funds. A percentage of the sub-total criteria points will be awarded to Grantees based on the criteria below and the information about past funding / assistance from the CITY that follows.	
The applicant has received no award from the CITY within the last 3 years.	**10%**
The applicant has received 1-2 awards from the CITY within the last 3 years.	**7%**
The applicant has received 3-5 awards from the CITY within the last 3 years.	**5%**
The applicant has received between 6-9 awards from the CITY within the last 3 years.	**3%**
The applicant has received 10 or more awards from the CITY within the last 3 years.	**0%**

GRANTEE RECEIPT OF CITY GRANTS

Identify all CITY grants received by Grantee (or Fiscal Sponsor) in the last three (3) years. Information will be verified by the CITY.

1. Grant Activity Name & Contract #: CT-DCS-1800008
   Grant Period: 7/1/2017 Grant Amount: $100,000
   Grant Purpose: Public Service-Free Dental Clinic-uninsure/underinsure
   Grant Activity Status: ☐ Underway ☒ Completed ☐ Canceled
   Administrating Division: Dept. Community Services

2. Grant Activity Name & Contract #: CT-DCS-1900007
   Grant Period: 11/2018-9/30/2019 Grant Amount: $125,000
   Grant Purpose: Pub Service-Free Dental Clinic-Unisured/Underinsured
   Grant Activity Status: ☐ Underway ☒ Completed ☐ Canceled
   Administrating Division: _____

3. Grant Activity Name & Contract #: CT-DCS-2000011
   Grant Period: 10/1/2019- Grant Amount: $125,000
   Grant Purpose: Pub Service-Free Dental Clinic-Uninsured/Underinsured
   Grant Activity Status: ☐ Underway ☒ Completed ☐ Canceled
   Administrating Division: _____

4. Grant Activity Name & Contract #: CT-DCS-2100012
   Grant Period: 1/1/2021-9/30/2021 Grant Amount: $125,000
   Grant Purpose: Pub Service -Free Dental Clinic-Uninsured/Underinsured
   Grant Activity Status: ☐ Underway ☒ Completed ☐ Canceled

Administrating Division: Depart of Community Service

5. Grant Activity Name & Contract #: CT-DCS-2500007
   Grant Period: 10/1/24-9/30/25 Grant Amount: _____
   Grant Purpose: Pub Service-Free Dental Clinic-Uninsured/underinsured
   Grant Activity Status: ☒ Underway ☐ Completed ☐ Canceled
   Administrating Division: _____

6. Grant Activity Name & Contract #: _____
   Grant Period: _____ Grant Amount: _____
   Grant Purpose: _____
   Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
   Administrating Division: _____

7. Grant Activity Name & Contract #: _____
   Grant Period: _____ Grant Amount: _____
   Grant Purpose: _____
   Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
   Administrating Division: _____

8. Grant Activity Name & Contract #: _____
   Grant Period: _____ Grant Amount: _____
   Grant Purpose: _____
   Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
   Administrating Division: _____

9. Grant Activity Name & Contract #: _____
   Grant Period: _____ Grant Amount: _____
   Grant Purpose: _____
   Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
   Administrating Division: _____

10. Grant Activity Name & Contract #: _____
    Grant Period: _____ Grant Amount: _____
    Grant Purpose: _____
    Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
    Administrating Division: _____

E. Age Friendly Honolulu (Complete only if applying for the bonus points)
Consideration is to be given to applicants that incorporate the vision and goals of the Age-Friendly Honolulu Program (as codified in ROH Chapter 2, Article 22), including but not limited to (1) enabling residents of all ages to actively participate in activities that keep them socially engaged, healthy, and active; and (2) removing barriers to inclusion for and providing support services to vulnerable residents and/or have physical limitations.

If awarded bonus points for being an Age-Friendly Honolulu project, the Grantee will be subject to additional reporting requirements, including but not limited to name, age, and physical location of seniors being served by the project.

To be eligible for the bonus points as an Age-Friendly Honolulu project an organization must demonstrate the proposal aligns with Age-Friendly Honolulu's priorities by completing the following TWO steps:

1) Go the following website https://www.hiphi.org/age-friendly-honolulu/ to access an Age-Friendly Honolulu training video. The video should be watched by at least one (1) person from the non-profit organization in a leadership position (Executive Director, Administrator, or equivalent). This video will define an "age-friendly city" and explain what types of projects align with the Age-Friendly Honolulu Vision.

2) Complete the section below by selecting which Age-Friendly Honolulu category best fits the activities of your organization and providing a brief description of how your proposal is an Age-Friendly Honolulu project.

☐ Enabling Residents of all ages to actively participate in activities that keep them socially engaged, healthy, and active, particularly at the oldest ages

☐ Providing Kupuna with meaningful roles in the community, including mentors, volunteers, or through intergenerational programming

☒ Removing barriers to support community inclusion and accessibility for persons of all abilities.

3) How is your proposal an Age-Friendly Honolulu Project and explain how your organization can meet the additional reporting requirements if awarded? *(2,000 character count limit)*

The repercussion of the COVID crisis has affected everyone, especially older adults, a group overly influenced by ageism defined by the World Health Organization, as stereotyping, prejudice, and discrimination toward people on the basis of age because growing older is seen as a period of decline and worthlessness, even in Hawaii. However, our clinic utilizes volunteer dentists, majority being retired and older and remaining active in their community. They are considered a treasured asset to our operation because of their vast knowledge and practice in treating people of all ages, especially older adults. Our volunteers also mentor and nurture students who are interested in the dental arena and want to practice their skills. In addition, the dentists help to maintain the clinic 5 days a week and improve the availability of appointments for our patients. AMM is noted for its volunteerism so we would like to recruit more retired dentists in order to expand our services.

Proposal 9

APPENDIX A: TIER II GRANT PROPOSAL (Grants $25,000 to $150,000)
SOLICITATION NO. RGP-DCS-GIA2026

Instructions: The proposal below must be completed in full. Responses must be provided in the fillable boxes provided. Where annotated, the fillable boxes have predetermined maximum limits on character counts. Letters, numbers, punctuation marks, and spaces are included in the character count limits.

SECTION I
SUMMARY

A. Grantee Legal Name:	ALS Network (formerly ALS Golden West)
B. Is Grantee a Fiscal Sponsor?	☐ Yes ☒ No
C. Grant Activity Name:	Excellence in ALS Care Initiative

D. Briefly describe the Grantee's background, history (including year established), and mission. *(400 character count limit)*

Founded in 1986, ALS Network, formerly ALS Golden West, in partnership with local volunteer leaders, began serving Hawaii's ALS community in 2014. Our mission is to drive the discovery of prevention strategies, treatments, and cures for ALS; provide access to quality care and connection; and promote initiatives to improve health outcomes.

E. Briefly describe the Grant Activity and public need being filled. *(400 character count limit)*

ALS is a devastating fatal disease. Until there are effective treatments and cures, ALSN provides essential services and support to Honolulu's ALS community that is proven to help people live longer and better. ALSN care services and outreach staff consult with patients, caregivers, loved ones and healthcare professionals to ensure access to ALS experts, critical information and resources.

F. Briefly summarize Grant Activity outcomes and measures of success, including number and description of those served. *(400 character count limit)*

Data will demonstrate that ALSN care services and outreach staff are supporting at least 45 people diagnosed with ALS plus nearly 200 loved ones. Targeted healthcare professionals have access to at least one specialty training to improve awareness and appropriate treatment of ALS. ALSN will produce at least one outreach event in Honolulu with hundreds participating in support of the ALS community.

G. Council District
Check all districts that will benefit from the Grant Activity. Provide the amount requested per district. Amounts must be in whole numbers only.

☒ District 1 $14,070	☒ District 2 $9,375	☒ District 3 $21,090
☒ District 4 $11,710	☒ District 5 $30,460	☒ District 6 $28,125
☒ District 7 $7,035	☒ District 8 $23,445	☒ District 9 $4,690
Total Amount Requested (must be $25,000 to $150,000)	$150,000	

H. Type of Grant Activity (pick ONE category that best reflects the Grant Activity):		
1. Public Services: Projects in this category will support qualified public services and programs for the target populations deemed by the CITY to be most vulnerable.		
☐ A. Public Service – Seniors	☐ B. Public Service - Children	☒ C. Public Service - Disabilities
☐ D. Public Service – Homeless	☐ E. Public Service – Domestic Violence	☐ F. Public Service – Substance Abuse
☐ G. Public Service – Mental Health	☐ H. Public Service – Other (describe):	
2. Arts, Culture, Community/Economic Development, and the Environment: Projects in this category will support the sustainable improvement in the well-being and quality of life of local communities, especially low- to moderate income areas.		
☐ A. Arts	☐ B. Culture	☐ C. Community Development
☐ D. Economic Development	☐ E. Environment	

GRANTEE'S CERTIFICATION AND SIGNATURE

The undersigned, subject to personal liability and penalty under applicable law, certifies that he or she: (i) is authorized to sign this Grant Proposal; (ii) personally prepared or reviewed the matters found in this Grant Proposal (including any related documents/attachments); (iii) asserts all statements made in this Grant Proposal (including all attachments) are true, accurate and complete; (iv) has the requisite skills and knowledge to assert the foregoing certification; and (v) has complied and shall continue to comply with all applicable requirements of Chapter 6, Article 29 of the Revised Ordinances of Honolulu 2021, as amended (Link), regarding private organizations receiving grants of public funds from the City and County of Honolulu.

Cherryl Fluk — 11/14/2024

Signature of Grantee (Fiscal Sponsor) Officer — Date

Printed Name and Title: Cherryl Fluk, Executive Vice President, Mission Advancement

CERTIFICATE OF THE BOARD OF DIRECTORS NO OBLIGATIONS IN ARREARS

The undersigned of the Board ("Grantee") hereby certifies that the Grantee or any principal of the Grantee or sponsored organization (where the Grantee is a Fiscal Sponsor) is not in arrears on any financial or other obligation owed to the City & County of Honolulu, a municipal corporation of the State of Hawaii

Jan Medusky
(Signature)

Jan Medusky
(Print name)

CERTIFICATE OF THE BOARD OF DIRECTORS AUTHORIZATION TO ASSIGN AUTHORITY

The undersigned of the Board ("Grantee") hereby certifies that Cherryl Fluk (formerly Goldstein) (name), Executive VP of Mission Advancement (title), has been authorized by the Board of Directors to sign proposals, contracts, and related documents on behalf of the Grantee. Accordingly, I hereby assign the authority by the Board to execute proposals, contracts, and contract amendments on behalf of the Grantee, and further certify that the assigned is given the power and authority to do all things necessary to implement, maintain, amend, or renew such contracts, including but not limited to the delegation of signing authority to another employee of the Grantee

Jan Medusky
(Signature)

Jan Medusky
(Print name)

STATE OF HAWAII)
CITY AND COUNTY OF HONOLULU)

On this 13TH day of NOVEMBER, 2024, before me appeared JAN MEDUSKY, personally known to me, who, being by me duly sworn, did say that he/she is the Treasurer of the Board of ALS Network, formerly ALS Golden West and that the corporation has no corporate seal, and that said instrument was signed in behalf of said corporation by authority of its Board of Directors, and said HE acknowledged said instrument to be the free act and deed of said corporation

STACIE A. TOLLIVER NOTARY 21-23 PUBLIC STATE OF HAWAII

Notary Public, State of Hawaii

My Commission expires: 4/10/2025

Doc Date UNDATED # Pages 1
Name STACIE A. TOLLIVER 1ST Circuit
Doc. Description CERTIFICATE OF THE BD OF DIR NO OBLIGATIONS IN ARREARS

Signature 11/13/2024 Date

NOTARY CERTIFICATION

STACIE A. TOLLIVER NOTARY 21-23 PUBLIC STATE OF HAWAII

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SECTION II
GRANT ACTIVITY INFORMATION

A. Describe how the community need, stated problem/issue, and target population are effectively validated. The description must include how the public services' target population is vulnerable or how the arts, culture, community/economic development, or environmental activities will especially support low- to moderate-income areas.

1. Provide substantive data and other qualifying information to demonstrate how the problem/issue impacts the target population and is a community priority that needs to be addressed. *(5,000 character count limit)*

ALS is a fatal neurodegenerative disease that robs a person of the ability to move, talk, swallow, and breathe. ALS affects women and men of all ages, ethnicities and socioeconomic backgrounds; military veterans are twice as likely to be diagnosed with ALS than civilians. Typically, life expectancy is 2-5 years from symptom onset or diagnosis. As with all neurodegenerative diseases, little is known about the causes, and today there are no effective therapies or cures for ALS. Access to expert care is a priority; ALSN programs and services, offered at no charge to families, are unduplicated.

Care for people with ALS is complex and costly; disease progression varies widely and there is no test to confirm an ALS diagnosis. In Hawaii, few doctors, home care providers, or allied health professionals are trained in the unique respiratory, feeding and endurance concerns associated with ALS, often resulting in conflicting recommendations, frustrated and confused patients and caregivers, accelerated disease progression, and death.

Most people diagnosed with ALS are seniors and they remain at home for the duration of care. Approximately 30% of those diagnosed also experience cognitive issues. Medical complications associated with ALS include choking, mobility issues and frequent falls, skin sores, and more. Physical challenges are compounded by mental health issues. People with ALS and caregivers report high degrees of isolation and anxiety.

People with ALS are vulnerable as they become unable to work, care for themselves, communicate or engage with others in the community without assistance; and oftentimes family members are required to stop working to become a fulltime caregiver. Loss of income coincides with rising expenses; in the later stages of the disease, equipment and care costs can reach over $200,000 per year. Most people face financial challenges that increase after the diagnosis, even if they are insured.

Until there are effective prevention strategies, treatments and cures, ALSN's evidence-based model of care helps people live 9-12 months longer than any medication and with greater quality of life. Designed to address the medical, social, emotional, and financial challenges of ALS, our model of care emphasizes coordination among expert care managers, social workers, and health care providers in clinical and community and home-based settings at no charge to the ALS community.

ALSN leverages telehealth strategies to ensure safety and increase access to professional care. ALSN's educational programs and outreach activities provide connection and hope. Our continuum of care also embraces opportunities to advance ALS research and public policy initiatives that benefit the entire ALS community. The target population to be served includes people living with ALS, loved ones and caregivers, and healthcare professionals.

Given the progressive paralysis and disability that is the devastating hallmark of disease progression, ALS cannot be effectively navigated alone; proactive and robust expert care is required. Honolulu is home to most of ALSN's clients in Hawaii; we serve approximately 200 people annually on O'ahu including 45 people diagnosed with ALS, plus their caregivers of all ages, as well as bereaved families who have lost a loved one to ALS.

ALS affects the entire family and community, not just the person diagnosed. Often diagnosed without any warning or prior family history, individuals with ALS are typically unable to work, spouses and/or adult children typically have to choose between continuing to work and leaving their job to care for their loved one, in order to make ends meet as costs of care increase. Younger children are also affected; in addition to the emotional impact of living in a home where a loved one has a terminal disease, children often take on caregiving roles. Families often have to mobilize a community of support to meet basic needs, because the person with ALS cannot be left alone. For many, this is extremely stressful and creates long lasting financial, medical and emotional hardships for all in the household.

ALSN's Care Manager builds relationships with each client and their loved ones and serves as a navigator to ensure access to health care and community resources and to predict and provide proactive solutions for each client's unique disease progression and changing needs. With philanthropic support, we offer loans of essential equipment and direct assistance grants. In addition to addressing the needs of clients, the ALSN team, develops relationships with clinicians, allied health professionals, vendors, community supporters, ALS researchers and industry partners in order to better serve the ALS community.

B. Describe the proposed plan

1. Provide a description of the Grant Activity. This description will be used as the scope of services in the contract. Describe why you chose this Grant Activity and how it will effectively address the community's problem / need. *(3,000 character count limit)*

Grant Activities will include:

- Providing Professional Care Management and Community Outreach activities to serve Honolulu's ALS community
- Conducting and documenting care management consultations, including in home and virtual visits to assess client and caregiver needs for resources, support and/or equipment and assisting clients with navigating health care systems
- Providing equipment loans to improve function, safety, communication and quality of life for people with ALS and their loved ones
- Hosting ALS connection groups in Honolulu to decrease isolation, provide information and introduce resources to clients, family members and friends
- Supporting multidisciplinary clinic activities, ALS clinicians and allied health professionals
- Offering up to date information about ALS research opportunities
- Conducting one or more ALS awareness and education events in Honolulu for Hawaii's ALS ohana
- Conducting one or more ALS care training program for healthcare professionals

Until there are effective prevention strategies, treatments and cures for ALS, grant activities are the only proven way to ensure prolonged health, safety and quality of life for the ALS community. ALSN's evidence-based model of care is designed to address the challenges of living with ALS; all activities are offered at no charge. Our model of care reduces stress,

mitigates health inequalities, and brings efficiency to a situation that is often fraught with systemic barriers. No other organization facilitates these essential, comprehensive programs for this vulnerable population on O'ahu.

Professional care management and community outreach are foundational to the ALSN's Excellence in ALS Care Initiative. Honolulu's Care Manager connects clients to vital information, clinical care, community resources, educational and research opportunities, other people living with ALS, and access to durable medical equipment, assistive technology and communication devices. The Care Manager assesses needs and assists with referrals to medical, legal, financial, transportation, in-home care and counseling services.

ALS specialty clinics combine multidisciplinary medical treatment with clinical research opportunities to identify the causes, potential treatments and cures for ALS. During quarterly in-person or online clinic visits, a team of specialists - including a neurologist, nutritionist, respiratory therapist, speech therapist, physical and/or occupational therapist, social worker, and an ALSN Care Manager - develops actionable treatment plans for each client.

Connection groups are valuable forums for learning strategies to meet the challenges of living with ALS and a safe space to find emotional support. Connection groups are open to people with ALS, caregivers, family members and friends. ALSN's ALS awareness and community outreach events, along with educational webinars also provide opportunities to gather, connect, take action, and learn about topics of interest to the ALS community.

2. Provide measurable outcomes, describe how outcomes are aligned with the purposes and priorities of the Grants in Aid Fund, and describe how outcomes directly benefit the target population. *(3,000 character count limit)*

Public Services should begin with a statement of the number of individuals that the Grant Activity will directly benefit during the Grant Term.

Arts, Culture, Community/Economic Development or Environment should begin with a statement as to how the Grant Activity supports the sustainable improvement in the well-being and quality of life of local communities, especially low to moderate income areas.

The average age for an ALS diagnosis is between 40-70. The majority of ALSN clients are seniors, although some have young children in the household and a number of clients live alone. Some clients also struggle with finances, housing and homelessness issues, domestic violence, substance abuse, and mental health issues, prior to diagnosis. Some of these issues emerge after an ALS diagnosis. Nearly 100% of clients are physically disabled.

Grant activities, both in person and online, are offered to the target population at no charge and will benefit at least 45 people on O'ahu diagnosed with ALS, and at least 150-200 people affiliated as caregivers and members of a "circle of support," including those in healthcare fields. We anticipate that at least 300 more individuals will be served via community outreach, advocacy, awareness, and education events.

1. At least 45 people living with ALS, plus their caregivers and loved ones, will indicate greater awareness and understanding of strategies for living with the disease, evidenced by observation and informal surveys. Consultation with a professional Care Manager and access to multidisciplinary clinical care, as well as community-based connection groups conducted monthly, and educational and awareness events conducted periodically, will ensure that

people with ALS and their caregivers have advocates, allies and assistance to navigate their journey with ALS.

2. Grant activity will result in approximately 30 medical professionals and care providers at nursing homes, hospice agencies and/or community/allied health organizations benefiting from specialized ALS training.

3. A minimum of 300 people will participate in at least one community event designed to increase awareness of ALS, as well as inform the ALS community about resources, research and treatment options, as indicated by topics presented/event agendas, observations and informal survey. Many virtual and in person events feature vendors and service providers and provide a forum for obtaining information, and asking questions directly of experts in specific fields related to ALS care, research, and more.

4. At least three equipment loans will be facilitated each month, ensuring that people living with ALS on O'ahu have access to essential equipment designed to help people with ALS maintain and enhance independence, health and safety while also providing caregivers with tools to facilitate care, communication and decrease anxiety.

3. Provide an action plan to achieve the stated measurable outcomes. If the Grant Activity involves a partnership, provide a description of each partner's role. Must include measurable milestones, specific events, or other performance measures appropriate to achieving the outcomes. *(3,000 character count limit)*

The ALSN Care Manager (CM) will conduct regular monthly outreach out to every known individual with ALS (a minimum of 45 people) on O'ahu via phone, email, text; video conference and in person visits in the client's home, at medical appointments, and at community events. The CM will also address issues and maintain contact more frequently as needed.

ALSN's CM identifies client's equipment needs and works closely with the Equipment Loan Program (ELP) Assistant to provide O'ahu's ALS community with access to loans of durable medical equipment, assistive technology and communication devices. The CM is responsible for oversight and supervision of the loan program, including budgeting, staffing, vendor relations and more. The ELP Assistant is responsible for daily activities such as consulting with clients virtually and in person, scheduling appointments, deliveries and pickups, maintaining inventory (including purchasing, labeling, cleaning, testing and repairing equipment), issuing loan agreements, and maintaining equipment loan information in the database.

ALSN's CM will plan, facilitate, and promote connection groups on a monthly basis (virtual and in person). The CM will also plan and coordinate in person and online O'ahu-based training for medical and healthcare professionals and medical vendors and suppliers. Our CM will provide key support to multidisciplinary clinics including Kaiser Permanente Honolulu, Queen's Hospital, the VA, and UCSF's virtual clinic, and will network with medical professionals to explore opportunities to launch new targeted multidisciplinary ALS programs independently and in partnership with aligned organizations.

Working closely with the care services team, ALSN's Assistant Director of Community Outreach (ADCO) will organize, promote and produce in-person and online events to attract and engage the ALS community, potential program partners, corporate supporters and the general public in ALS awareness, advocacy, outreach and educational activities.

All activities will be documented and reported on a monthly basis. ALSN's management team will provide oversight and supervision related to all grant activities, ALSN's admininstrative staff will also support the Hawaii team.

4. Provide a budget narrative that explains how the budget in Section III will achieve the desired outcomes. *(3,000 character count limit)*

ALSN's Hawaii-based staff are essential to achieving programmatic goals on O'ahu and deliverables related to project funding. Deeply committed to the ALSN's mission and vision, our Hawaii team develops the relationships with clients, donors, and community stakeholders to maximize the ALSN's effectiveness and impact.

GIA funding will be used to ensure access to ALSN's valued and effective Care Services programs in the City and County of Honolulu, including client consultations, equipment loans, educational programs, connection groups, clinical care, and community events. The proposed budget includes salary and benefits for Honolulu's Care Manager (65%). GIA funding will also support ALSN's Assistant Director of Community Outreach position (50%) and Equipment Loan Program Assistant (45%). Oversight of Care Services will be provided by the ALSN's Director of Care Services (10%). Additional staff support will be provided by ALSN; those functions include operations and administration, general care services support, data management, accounting, and marketing. ALSN's VP's of Community Outreach and Care Services will also provide oversight for grant related activities.

ALSN expenses related to rent for office space and an equipment loan program storage space are also included in this grant request. Every budget item is crucial for maintaining high quality care services that are essential to the health, safety and quality of life for people diagnosed with ALS and their loved ones, assuring continuity of care, and addressing new and emerging needs of O'ahu's ALS community.

5. Provide a timeline that is complete, realistic and appropriate to achieve the desired outcomes. This timeline should also be reflected in Section IV. *(3,000 character count limit)*

During the 12-month grant period, ALSN will offer vital services to the ALS community, including people diagnosed with the disease, their family members, friends, colleagues and caregivers, as well as community members, medical professionals, and individuals who have lost loved ones to ALS.

Each quarter ALS Network will:
• Plan, publicize and conduct at least 3 connection groups (1 per month, for a minimum of 12 annually)
• Conduct a minimum of 18 consultations or visits for people with ALS to assess client and caregiver needs for resources, support and equipment
• Provide ongoing care management services, including implementation and revision of treatment plans as needed
Provide equipment loans as needed to improve function, communication and quality of life (a minimum of 3 loans per month)
• Cultivate relationships with individuals, organizations, and vendors in support of expert care and opportunities for Hawaii's ALS community to participate in research

Quarter 1:
- Plan and promote an ALS care training for healthcare professionals and family caregivers
- Conduct a minimum of 18 consultations or visits for people with ALS
- Provide equipment loans as needed to improve function, communication and quality of life (a minimum of 3 loans per month)
- Plan, publicize and conduct at least three connection groups

Quarter 2:
- Conduct an ALS care training program
- Plan and promote an ALS community education/outreach event
- Conduct a minimum of 18 consultations or visits for people with ALS
- Provide equipment loans as needed to improve function, communication and quality of life (a minimum of 3 loans per month)
- Plan, publicize and conduct at least three connection groups

Quarter 3:
- Plan and promote an ALS community education/outreach event
- Conduct a minimum of 18 consultations or visits for people with ALS
- Provide equipment loans as needed to improve function, communication and quality of life (a minimum of three loans per month)
- Plan, publicize and conduct at least three connection groups

Quarter 4:
- Conduct an ALS community outreach event
- Conduct a minimum of 18 consultations or visits for people with ALS
- Provide equipment loans as needed to improve function, communication and quality of life (a minimum of three loans per month)
- Plan, publicize and conduct at least three connection groups

C. Provide evidence of the agency's ability to perform the proposed grant activity through past performance, current capacity and/or plan to acquire the capacity to perform.

1. Provide data that demonstrates proven success in offering the same, similar, or related activities to achieve the proposed outcomes. *(3,000 character count limit)*

For nearly 30 years, ALSN has served as a bridge from the home and community to the multi-disciplinary clinical care team that is necessary to navigate an ALS diagnosis with the most support, knowledge, options, and overall well-being possible. At a time when there still are no effective therapies or cures for ALS, ALSN's evidence-based model of care helps people live 9-12 months longer than any medication to manage symptoms and disease progression.

Currently, ALSN is serving a significant percentage of the predicted patient population on O'ahu, and between 5-10% of the country's patient population when evaluating our client base in total. Last year, ALSN documented an increase in client engagements and need for direct assistance and equipment. In Hawaii, where ALS medical expertise is scarce, ALSN's history and reputation has led to an increased number of newly diagnosed individuals connecting with services earlier in their diagnosis. Age is a key risk factor for ALS; 1 in 400 adults over the age of 40 are at risk. Given the higher median age of O'ahu residents and the fact that many residents are veterans who are more likely to be diagnosed with ALS, ALSN's services are vital.

Every year we strengthen partnerships with medical and academic institutions, affiliated vendors, nonprofit organizations, veteran and eldercare resources, corporations, and grant makers and philanthropists, as well as county, state and federal agencies to achieve better outcomes for Hawaii's ALS ohana. In 2024, ALSN earned its 12th consecutive highest rating from Charity Navigator, an independent evaluator. Only a small percentage of charities receive this exceptional designation demonstrating transparency and trustworthiness.

ALSN provides practical, profound and unduplicated benefits to the Hawaii's ALS ohana, one unique example is below:

Reliant on her devoted adult grandson as her primary "in-home" caregiver, one ALS Network client in her early 80s is facing progressive weakening of her legs and arms, significantly limiting her ability to care for herself; she was diagnosed with limb onset ALS in July 2022. "Joy" requires assistance with essential activities, such as bathing, feeding, toileting, and dressing. Their living situation in a second-floor apartment posed increasing challenges for her mobility and caregiving needs.

Joy's grandson works diligently at a full-time and part-time job to support their household and finance Joy's attendance at a social day program. All involved, including their ALSN Care Manager, recognized the physical and emotional toll on everyone in the household, so concerted efforts were made to alleviate the strain and improve Joy's living conditions.

ALSN was able to provide crucial targeted support to facilitate their transition to a more accessible first floor apartment that is a more manageable living situation for all. The support brought immense relief and comfort to the whole family during a challenging period.

2. Describe the applicant's capacity to successfully achieve the proposed outcomes.
OR
Provide a plan to acquire the capacity to successfully achieve the proposed outcomes (including how the applicant has acquired similar capacity in the past).

Responses should include organizational knowledge, staffing, fiscal resources, facilities and other resources, stakeholders and relationships, and other relevant resources. *(3,000 character count limit)*

For decades, ALS Network has achieved major mission milestones associated with care services, advocacy, and research. From offering expert, customized, seamlessly coordinated, compassionate, comprehensive and unduplicated services to advocating at state and federal levels for funding and benefits to spearheading and funding promising and pioneering research activities to advance the search for effective prevention strategies, treatments and cures for ALS, we are committed to ensuring that no one is alone with ALS and to transforming how people experience an ALS diagnosis in the future.

Building upon past successes on O'ahu and throughout our service area, as well as upon the ALSN's pandemic experience, we are well positioned to achieve the proposed outcomes. ALSN staff have expertise, credibility and experience within the ALS community and have demonstrated the ability to raise funds, engage partners, and earn the trust of clients and donors. All efforts on O'ahu are executed by ALSN's Care Manager (CM), Assistant Director of Community Outreach (ADCO), and Equipment Loan Program Assistant (ELPA).

O'ahu's CM is a highly qualified specialist who provides care management, conducts support groups, facilitates loans of durable medical equipment and augmentative communication

devices, leads community education programs and supports outreach and engagement activities. The CM works to recruit and collaborate with medical providers to promote and provide expert and specialized ALS care.

Our CM works in close partnership with the ELP Assistant and ADCO. Together they coordinate and collaborate to ensure that every individual diagnosed with ALS and their loved ones have access to essential multidisciplinary care and services. Our ELP Assistant has years of experience working with the ALS community; this team member possesses the expertise, sensitivity and dedication to provide thorough product demonstrations, equipment fittings, orientations and to troubleshoot issues that arise.

ALSN's ADCO is a powerful member of the team responsible for generating client and volunteer engagement, as well as ALS awareness and community support. In addition to supporting the Hawaii care services team, the ADCO drives funding and achieves focused programmatic goals through the annual Hawaii Walk to Defeat ALS, the largest gathering and celebration of people living with ALS and loved ones lost to this devastating disease in the state.

ALSN has helped to organize and connect ALS healthcare providers in the state. In recent years, ALSN has leveraged telehealth strategies and engaged UCSF and Loma Linda University's Certified Treatment Centers of Excellence to offer virtual multidisciplinary clinic services to benefit O'ahu's ALS community. ALSN will continue to leverage partnerships and telehealth approaches to address acute and emerging needs.

D. Describe the applicant's sustainability and/or additional long-term benefit to the community

1. Provide a plan for sustaining and / or expanding activities beyond the applicable grant period. *(2,000 character count limit)*

Public funding is critical to ease the pressure and meet the needs of residents who become vulnerable, have a steep learning curve to adapt to constant changes, and find themselves under-resourced as a result of an ALS diagnosis. With GIA support, ALSN will continue to provide access to essential care services for the ALS community.

New opportunities to enhance care and advance science and therapy development, while also reducing burdens on individuals and families drive our strategic plans for future growth which will be supported by public and private sources of funding. Current plans for sustaining and/or expanding activities beyond the grant period include:

- Increasing client outreach and engagement
- Enhancing and improving caregiver support
- Cultivating and establishing relationships with additional medical, clinic and community partners
- Implementing new programs to address mental and emotional wellness for individuals, including children living with family members diagnosed with ALS and bereaved family members, to name a few
- Developing formalized training programs for in home care providers of people with ALS
- Identifying and bringing ALS research opportunities to O'ahu's ALS community
- Funding novel and targeted ALS research projects focused on Hawaii's ALS ohana
- Diversifying and increasing revenue to power mission critical activities

Ongoing program evaluation will also reveal emerging needs and gaps in services that will benefit the ALS community long into the future.

2. Describe the applicant's capacity and resources to carry out the above plan (staffing, funding, etc.) beyond the grant period. *(2,000 character count limit)*

GIA funding will provide the resources for ALSN to carry out the above plans and provide us with the opportunity to engage new donors and grantmakers and explore additional opportunities to secure public sources of funding.

Everything ALSN is able to accomplish is made possible by contributions and grants from philanthropists and funders who care about people living with ALS. Our ability to provide much needed services to the ALS community is dependent upon our ability to raise the money each year required to maintain, improve and expand services and resources. Over the next 18-24 months, we will promote compelling campaigns to attract sustaining and transformational funding from deeply committed stakeholders.

ALSN's fiscal year runs from February 1 – January 31; planning is underway but not yet Board approved for FYE 2026. Our fundraising plan includes donation revenue consisting of major gifts and planned gifts, public funding, corporate sponsorships and foundation grants, general contributions from individuals and families, including community outreach event support.

ALSN's motivated Board of Directors and capable staff have a proven track record of building strong relationships with stakeholders and achieving program and fundraising goals in partnership with committed funders. Grant activities will have a long lasting positive benefit beyond the grant period by bolstering the lives of people facing an ALS diagnosis, advancing medical care and scientific research opportunities in Hawaii, and engaging people to learn about the impact of ALS as well as to share support for this community. ALSN will continue to innovate and develop effective approaches to improve access to care, and advance ALS research now, and long into the future.

E. No CITY funds or assistance.
The highest consideration will be given to applicants that do not receive other funding or any form of assistance from the CITY. While applicants that receive other funding or assistance from the CITY may apply for Grants in Aid funding, the extent of funding or assistance already received in relation to services provided must be considered prior to awarding Grants in Aid funds.

A percentage of the sub-total criteria points will be awarded to Grantees based on the criteria below and the information about past funding / assistance from the CITY that follows.

The applicant has received no award from the CITY within the last 3 years.	**10%**
The applicant has received 1-2 awards from the CITY within the last 3 years.	**7%**
The applicant has received 3-5 awards from the CITY within the last 3 years.	**5%**
The applicant has received between 6-9 awards from the CITY within the last 3 years.	**3%**
The applicant has received 10 or more awards from the CITY within the last 3 years.	**0%**

GRANTEE RECEIPT OF CITY GRANTS

Identify all CITY grants received by Grantee (or Fiscal Sponsor) in the last three (3) years. Information will be verified by the CITY.

1. Grant Activity Name & Contract #: Excellence in ALS Care Initiative, Contract #CT-DCS-2500063
   Grant Period: October 1, 2024 - September 30, 2025 Grant Amount: $150,000
   Grant Purpose: Care Services for Honolulu's ALS Community
   Grant Activity Status: ☒ Underway ☐ Completed ☐ Canceled
   Administrating Division: Department of Community Services- Public Services/Disabilities

2. Grant Activity Name & Contract #: Excellence in ALS Care Initiative, Contract #CT-DCS-2300057
   Grant Period: October 1, 2022-September 30, 2023 Grant Amount: $199,994.00
   Grant Purpose: Care Services for Honolulu's ALS Community
   Grant Activity Status: ☐ Underway ☒ Completed ☐ Canceled
   Administrating Division: Department of Community Services- Public Services/Disabilities

3. Grant Activity Name & Contract #: Excellence in ALS Care Initiative, Contract #CT-DSC-2100074
   Grant Period: October 1, 2020-September 30, 2021 Grant Amount: $125,000
   Grant Purpose: Care Services for Honolulu's ALS Community
   Grant Activity Status: ☐ Underway ☒ Completed ☐ Canceled
   Administrating Division: Department of Community Services- Public Services/Disabilities

4. Grant Activity Name & Contract #: _____

E. Age Friendly Honolulu (Complete only if applying for the bonus points)
Consideration is to be given to applicants that incorporate the vision and goals of the Age-Friendly Honolulu Program (as codified in ROH Chapter 2, Article 22), including but not limited to (1) enabling residents of all ages to actively participate in activities that keep them socially engaged, healthy, and active; and (2) removing barriers to inclusion for and providing support services to vulnerable residents and/or have physical limitations.

If awarded bonus points for being an Age-Friendly Honolulu project, the Grantee will be subject to additional reporting requirements, including but not limited to name, age, and physical location of seniors being served by the project.

To be eligible for the bonus points as an Age-Friendly Honolulu project an organization must demonstrate the proposal aligns with Age-Friendly Honolulu's priorities by completing the following TWO steps:

1) Go the following website https://www.hiphi.org/age-friendly-honolulu/ to access an Age-Friendly Honolulu training video. The video should be watched by at least one (1) person from the non-profit organization in a leadership position (Executive Director, Administrator, or equivalent). This video will define an "age-friendly city" and explain what types of projects align with the Age-Friendly Honolulu Vision.

2) Complete the section below by selecting which Age-Friendly Honolulu category best fits the activities of your organization and providing a brief description of how your proposal is an Age-Friendly Honolulu project.

☐ Enabling Residents of all ages to actively participate in activities that keep them socially engaged, healthy, and active, particularly at the oldest ages

☐ Providing Kupuna with meaningful roles in the community, including mentors, volunteers, or through intergenerational programming

☒ Removing barriers to support community inclusion and accessibility for persons of all abilities.

3) How is your proposal an Age-Friendly Honolulu Project and explain how your organization can meet the additional reporting requirements if awarded? *(2,000 character count limit)*

ALSN's proposal addresses all Age-Friendly categories. Our mission includes serving, advocating for, and empowering people affected by ALS to live their lives to the fullest, and the majority of our clients, including family members and caregivers, are seniors who are often facing serious medical challenges and progressive physical impairment. Our programs are designed to create customized 1:1 client relationships and approaches for maintaining health, independence, and well-being for everyone served. We accomplish this through periodic home and telehealth visits, assessments, and consultations, as well as through education and community gatherings. Client engagements lead to increased community connection and access to respite care, durable medical equipment and communication devices, relevant training related to adaptive approaches to excursions, injury and fall prevention, strategies for navigating emergency room experiences, and more.

Considering our client population's needs and limitations, ALSN programs are also designed to be inclusive and accessible for a diverse, multigenerational, and multicultural community.

ALSN aims to increase access to care, while addressing inequities and minimizing barriers to services and resources, including for those who are traditionally underrepresented and underserved. Isolation, injury, and burnout are serious issues for our community, especially for senior caregivers. Our services promote safety and ameliorate caregiver fatigue.

ALSN relies heavily on the people-power of volunteers of all ages, in a variety of meaningful roles related to event planning, fundraising, organizing and participating in advocacy and public policy efforts, and more. People ages 12-102 work side-by-side to provide the organizational capacity necessary to both thrive and grow in support of the ALS community.

All services are offered at no charge, and ALSN can easily report the required data collected on a monthly basis and participate in monthly meetings.

APPENDIX A: TIER II GRANT PROPOSAL (Grants $25,000 to $150,000)
SOLICITATION NO. RGP-DCS-GIA2026

Instructions: The proposal below must be completed in full. Responses must be provided in the fillable boxes provided. Where annotated, the fillable boxes have predetermined maximum limits on character counts. Letters, numbers, punctuation marks, and spaces are included in the character count limits.

SECTION I
SUMMARY

A. Grantee Legal Name:	Alzheimer's Caregiving & The Caregivers
B. Is Grantee a Fiscal Sponsor?	☐ Yes ☒ No
C. Grant Activity Name:	Empowering Alzheimer's Caregivers Project

D. Briefly describe the Grantee's background, history (including year established), and mission. *(400 character count limit)*

Established in February 2023, Alzheimer's Caregiving & Caregivers' (AlzCare) support families caring for loved ones with Alzheimer's/Dementia. Our mission is to empower caregivers with the skills and knowledge needed to provide quality care. We equip caregivers with essential tools to offer compassionate, informed care for their loved ones in their journey.

E. Briefly describe the Grant Activity and public need being filled. *(400 character count limit)*

AlzCare will launch a year-long Hawai'i News Now video campaign to raise Alzheimer's/Dementia care awareness. AlzCare will create Caregiver Kits and distribute them statewide. We will also offer vital information on our website. This combined campaign will foster awareness and provide Hawaii caregivers' community essential resources as well as support, answers, and shared experiences.

F. Briefly summarize Grant Activity outcomes and measures of success, including number and description of those served. *(400 character count limit)*

To build awareness about caregiver resources, outcomes include: monthly television segments; website engagement; and social media clicks. Success measures: reaching caregivers through media impressions; producing/distributing 600 Caregiver Kits annually; and tracking online engagement. Project will serve caregivers in Hawaii by offering vital support, resources, and shared community experiences.

G. Council District
Check all districts that will benefit from the Grant Activity. Provide the amount requested per district. Amounts must be in whole numbers only.

☒ District 1 $16,6667	☐ District 2 $16,667	☐ District 3 $16,667
☐ District 4 $16,667	☐ District 5 $16,667	☐ District 6 $16,664
☐ District 7 $16,667	☐ District 8 $16,667	☐ District 9 $16,667

Total Amount Requested (must be $25,000 to $150,000)	$ 150,000

H. Type of Grant Activity (pick ONE category that best reflects the Grant Activity):		
1. Public Services: Projects in this category will support qualified public services and programs for the target populations deemed by the CITY to be most vulnerable.		
☒ A. Public Service – Seniors	☐ B. Public Service - Children	☐ C. Public Service - Disabilities
☐ D. Public Service – Homeless	☐ E. Public Service – Domestic Violence	☐ F. Public Service – Substance Abuse
☐ G. Public Service – Mental Health	☐ H. Public Service – Other (describe):	
2. Arts, Culture, Community/Economic Development, and the Environment: Projects in this category will support the sustainable improvement in the well-being and quality of life of local communities, especially low- to moderate income areas.		
☐ A. Arts	☐ B. Culture	☐ C. Community Development
☐ D. Economic Development	☐ E. Environment	

GRANTEE'S CERTIFICATION AND SIGNATURE

The undersigned, subject to personal liability and penalty under applicable law, certifies that he or she: (i) is authorized to sign this Grant Proposal; (ii) personally prepared or reviewed the matters found in this Grant Proposal (including any related documents/attachments); (iii) asserts all statements made in this Grant Proposal (including all attachments) are true, accurate and complete; (iv) has the requisite skills and knowledge to assert the foregoing certification; and (v) has complied and shall continue to comply with all applicable requirements of Chapter 6, Article 29 of the Revised Ordinances of Honolulu 2021, as amended (Link), regarding private organizations receiving grants of public funds from the City and County of Honolulu.

Signature of Grantee (Fiscal Sponsor) Officer

Printed Name and Title: Anthony Vericella

11/18/2024
Date

CERTIFICATE OF THE BOARD OF DIRECTORS NO OBLIGATIONS IN ARREARS

The undersigned of the Board ("Grantee") hereby certifies that the Grantee or any principal of the Grantee or sponsored organization (where the Grantee is a Fiscal Sponsor) is not in arrears on any financial or other obligation owed to the City & County of Honolulu, a municipal corporation of the State of Hawaii.

(Signature)

Ray L'Heureux
(Print name)

CERTIFICATE OF THE BOARD OF DIRECTORS AUTHORIZATION TO ASSIGN AUTHORITY

The undersigned of the Board ("Grantee") hereby certifies that Anthony Vericella, President, has been authorized by the Board of Directors to sign proposals, contracts, and related documents on behalf of the Grantee. Accordingly, I hereby assign the authority by the Board to execute proposals, contracts, and contract amendments on behalf of the Grantee, and further certify that the assigned is given the power and authority to do all things necessary to implement, maintain, amend, or renew such contracts, including but not limited to the delegation of signing authority to another employee of the Grantee.

(Signature)

Ray L'Heureux
(Print name)

STATE OF HAWAII)
CITY AND COUNTY OF HONOLULU)

On this 13th day of November, 2024, before me appeared Ray L'Heureux, personally known to me, who, being by me duly sworn, did say that he/she is the Treasurer of Alzheimers Caregiving & The Caregivers and that the corporation has no corporate seal, and that said instrument was signed in behalf of said corporation by authority of its Board of Directors, and said ite acknowledged said instrument to be the free act and deed of said corporation.

DIANA MAIN NOTARY 21-22 PUBLIC STATE OF HAWAII

Notary Public, State of Hawaii

My Commission expires: 04/18/2025

Doc. Date: undated # Pages 3
Name: Diana Main 1st Circuit
Doc. Description: Certificate of the Board of Directors No obligations in arrears

Signature 11/13/2024
Date

NOTARY CERTIFICATION

DIANA MAIN NOTARY 21-22 PUBLIC STATE OF HAWAII

SECTION II
GRANT ACTIVITY INFORMATION

A. Describe how the community need, stated problem/issue, and target population are effectively validated. The description must include how the public services' target population is vulnerable or how the arts, culture, community/economic development, or environmental activities will especially support low- to moderate-income areas.

1. Provide substantive data and other qualifying information to demonstrate how the problem/issue impacts the target population and is a community priority that needs to be addressed. *(5,000 character count limit)*

The community need for Alzheimer's and Dementia support services is profound, especially among seniors aged 65 and older on Oahu. Hawaii's aging population continues to grow rapidly due to its appeal as a retirement destination and its residents' increased lifespans.

As of 2019, Hawaii's senior population was 18%, above the national average. With an estimated 29,000 seniors already affected by Alzheimer's and Dementia, this figure is expected to rise to 35,000 by 2025, highlighting the urgent and growing need for support. This statistic alone underlines the vulnerability of Hawaii's aging population to these progressive diseases, which significantly diminish an individual's ability to function independently over time.

The high proportion of racial and ethnic minorities in Hawaii further exacerbates this issue. Asians, Pacific Islanders, and Native Hawaiians—ethnic groups with elevated Alzheimer's rates compared to their white counterparts—make up a significant portion of the state's population. Consequently, these demographics are disproportionately affected, demanding culturally sensitive and accessible support.

Additionally, with limited specialized healthcare services, especially in rural areas, Hawaii's geographical isolation adds a unique layer of difficulty. Patients in remote areas often face long journeys to reach care providers or specialists, delaying diagnoses and the effective management of Alzheimer's and related Dementias.

The lack of healthcare resources also affects caregivers, who frequently lack professional training and often provide unpaid, intensive support to their loved ones. As primary caregivers, families experience high emotional, physical, and financial stress, which can adversely affect the quality of care provided.

Alzheimer's disease and other Dementias result in more than 61 million hours of unpaid care in Hawaii annually, as noted by the Alzheimer's Association. These unpaid caregiving hours signify the enormous burden on families and the urgent need for supportive services.

Additional health factors prevalent in Hawaii -- such as cardiovascular disease, diabetes, and hypertension, raise the risk of Alzheimer's and Dementia -- further stressing healthcare services.

Moreover, social and cultural factors in Hawaii present unique challenges. In many multiethnic Hawaiian families, there remains a stigma associated with Alzheimer's and Dementia, which can deter early diagnosis and intervention.

Traditional family values often lead to in-home care without adequate resources, resulting in caregiver burnout and significant financial strain on families. Addressing this requires culturally appropriate outreach to encourage families to seek support early.

Alzheimer's and Dementia impose vast societal and economic impacts, affecting productivity, well-being, and increasing public healthcare costs. The Alzheimer's Association reports that the disease costs Hawaii over $450 million in healthcare and long-term care, underscoring the public health crisis it represents.

With Alzheimer's as the sixth leading cause of death in the state, and projections showing that a new case develops every hour, the urgency for intervention is undeniable. By 2025, Hawaii is expected to have one of the fastest-growing Alzheimer's populations in the U.S., with the disease projected to rise nearly 30% in that time frame.

The Hawaii State Plan on Alzheimer's Disease and Related Dementias (2019-2024) and statements by public policy advocates emphasize the critical need for a coordinated response.

The target population—seniors with Alzheimer's or related Dementias and their caregivers—faces significant vulnerability. For seniors, the disease strips away independence, creating a need for long-term care and support.

The impact extends to caregivers, who shoulder immense responsibilities without adequate professional or financial resources, compromising their health and quality of life.

In response, AlzCare's initiatives provide essential support and build community awareness. This project aligns with a community priority, as recognized by healthcare and governmental organizations, to address the surging rates of Alzheimer's and Dementia in Hawaii.

Through our year-long campaign on Hawai'i News Now, Caregiver Kits, and a comprehensive online resource, AlzCare will offer crucial support, awareness, and shared experiences, helping families navigate the profound challenges posed by Alzheimer's and Dementia.

B. Describe the proposed plan

1. Provide a description of the Grant Activity. This description will be used as the scope of services in the contract. Describe why you chose this Grant Activity and how it will effectively address the community's problem / need. *(3,000 character count limit)*

AlzCare will launch a 12-month multimedia awareness campaign aimed at supporting caregivers of individuals with Alzheimer's and related dementias. The project will include monthly video segments broadcast on Hawaii News Now's media channels, website resources, and social media engagements to raise awareness and provide vital support.

The campaign will highlight caregivers' experiences, provide practical advice, and create a sense of community and belonging. Additionally, AlzCare will produce and distribute 600 Caregiver Kits across Hawaii annually, offering essential tools to enhance caregiving at home.

The campaign plans to reach caregivers through media impressions, website engagement, and social media clicks, tracked monthly to assess outreach. Success will be measured by the visibility achieved through Hawaii News Now's platforms, online engagement metrics, and Caregiver Kit distribution. These combined activities will provide crucial resources to caregivers across Hawaii, helping them manage the demanding tasks associated with Alzheimer's care.

AlzCare's mission is to create a digital community where caregivers can access information, share experiences, and find support to aid them in their journey.

AlzCare chose this grant activity to address the profound and growing need for caregiver support in Hawaii's Alzheimer's and dementia community. Many families provide in-home care

out of aloha and respect for kupuna, but lack of resources, training, and emotional support often leads to caregiver burnout and financial strain.

Hawaii News Now's diverse media channels were selected to provide broad outreach and visibility to isolated caregivers, helping them feel less alone and better supported. This digital campaign offers several unique advantages:

1. Broad Outreach: By using popular, accessible media, the campaign can connect with a large audience of caregivers who may not know where to seek help.
2. Empathy and Connection: Video segments allow for a deeper emotional connection to the caregivers' stories, fostering understanding and empathy within the wider community.
3. Engagement and Interaction: Social media allows caregivers to engage directly through comments and shares, creating a network where they can find and give support.
4. 24/7 Access: AlzCare's online presence ensures that all resources are available whenever caregivers need them, making support readily accessible.
5. Resource Integration: After each segment, viewers are guided to AlzCare's website for additional information, creating a seamless path for them to find further help.

By spotlighting caregiver challenges and providing practical advice, this campaign addresses the difficulties identified by community professionals: limited access to resources, caregiver isolation, and the need for reliable information. Through Hawaii News Now's reach, AlzCare will affect positive change, fostering a resilient caregiving community in Hawaii.

2. Provide measurable outcomes, describe how outcomes are aligned with the purposes and priorities of the Grants in Aid Fund, and describe how outcomes directly benefit the target population. *(3,000 character count limit)*

Public Services should begin with a statement of the number of individuals that the Grant Activity will directly benefit during the Grant Term.

Arts, Culture, Community/Economic Development or Environment should begin with a statement as to how the Grant Activity supports the sustainable improvement in the well-being and quality of life of local communities, especially low to moderate income areas.

This Public Services project involves a global website and a television network, so estimating the exact number of people directly benefiting from this Grant Activity is extremely difficult.

This project aligns with the GIA's mission to provide public benefit services. Many Hawaii caregivers face economic strain from unpaid or minimally compensated caregiving, which often requires them to leave employment or reduce work hours, limiting their income and financial stability. By equipping caregivers with free resources, training, and a support network, AlzCare can alleviate some of this economic and social burden.

Outcomes

1. Awareness Campaign Reach: Monthly video segments on Hawaii News Now will generate substantial media impressions, raising public awareness of Alzheimer's and

Dementia caregiving. Engagement will be tracked through website visits, social media interactions (clicks, comments, shares), and television viewership metrics.

2. Distribution of Caregiver Kits: AlzCare will produce and distribute 600 Caregiver Kits annually across Hawaii, equipping caregivers with resources to assist in their day-to-day responsibilities. Distribution will be tracked to ensure coverage across diverse communities.

3. Website and Social Media Engagement: Online resources, accessible 24/7, will provide educational materials, caregiver tools, and a community forum. Engagement metrics, such as click-through rates, video views, and downloads, will be closely monitored to assess outreach and impact.

By increasing public awareness, AlzCare's campaign helps the broader community understand the needs of caregivers, which can stimulate support, reduce stigma, and encourage collective responsibility toward elder care.

Direct Benefits

1. Enhanced Quality of Care: By providing caregivers with Caregiver Kits and training resources, seniors with Alzheimer's and Dementia will benefit from improved care quality. Properly equipped caregivers can offer more effective and compassionate support, leading to better health and well-being for their loved ones.

2. Reducing Isolation for Caregivers and Seniors: This project's digital platform offers caregivers an online community where they can connect with others, share experiences, and find solutions. This engagement reduces the social isolation often experienced by both caregivers and seniors, fostering mental and emotional well-being.

3. Improving Caregiver Resilience: By supporting caregivers with resources and guidance, AlzCare helps prevent caregiver burnout. This, in turn, allows caregivers to provide long-term, sustained care, enabling seniors to remain at home longer in familiar surroundings, which enhances their quality of life.

Increasing Public Awareness and Community Support: The awareness campaign educates the wider community, encouraging more community resources, volunteers, and donations to support caregivers and seniors.

3. Provide an action plan to achieve the stated measurable outcomes. If the Grant Activity involves a partnership, provide a description of each partner's role. Must include measurable milestones, specific events, or other performance measures appropriate to achieving the outcomes. *(3,000 character count limit)*

AlzCare's action plan aims to raise awareness, distribute caregiving resources, and foster a supportive online community for caregivers in Hawaii.

Outcome 1: Increase Awareness Through Media Impressions:

- Milestone: Air four caregiving segments monthly on Hawaii News Now, including HI Now Daily, featuring caregiver stories, advice, and resources.

- Performance Measure: Monitor viewership and engagement metrics like clicks, shares, and comments on Hawaii News Now's website and social media to evaluate reach and refine content.

- Timeline: October 2025 - September 2026. Regular broadcasts aim to boost awareness of Alzheimer's and dementia resources.

- Quarterly Checkpoints: Summarize viewership data to pinpoint effective topics, allowing content tweaks to maximize reach.

Outcome 2: Website & Social Media Engagement:

- Milestone: Achieve 35 social media interactions per month on LinkedIn, YouTube, and Facebook by sharing relevant caregiving content and resources.

- Performance Measure: Track engagement metrics, such as click-through rates, likes, shares, and comments. Monitor website traffic to assess user interaction with resources.

- Timeline: October 2025 - September 2026. Consistent social media activity and website updates will ensure continuous information access.

- Monthly Monitoring: Review engagement data monthly to adapt content based on caregiver interests, fostering a vibrant online community.

Outcome 3: Distribution of Caregiver Kits:

- Milestone: Distribute an average of 50 Caregiver Kits monthly, increasing to 60 by March 2026. Kits contain materials to aid in managing Alzheimer's and dementia care. Focus on distribution throughout Hawaii, including rural and underserved areas.

- Performance Measure: Record the number and location of kits distributed. Gather feedback from recipients to evaluate usefulness and identify additional resource needs.

- Timeline: October 2025 - September 2026. Consistent distribution aims to provide steady support.

- Quarterly Checkpoints: Compile distribution summaries to ensure goals are met and adjust efforts to reach underserved areas.

Monthly Performance Monitoring & Adjustments:

- Monthly Reviews: Evaluate progress in media impressions, social media interactions, website engagement, and kit distribution. Make necessary adjustments to meet caregiver needs and engagement trends.

- Quarterly Summary Reports: Aggregate data to offer a comprehensive view of project impact and progress.

Annual Evaluation and Final Report:

At the end of the 12-month period, AlzCare will assess project outcomes against objectives. The evaluation will include a report on media reach, online engagement, kit distribution, and caregiver feedback. Insights gained will inform future projects, with findings shared with stakeholders.

This action plan aligns with AlzCare's dedication to supporting caregivers of individuals with Alzheimer's and dementia through clear milestones and ongoing tracking.

Alzheimer's Caregiving & The Caregivers is seeking $150,000 to continue supporting the community dedicated to caregivers of individuals with Alzheimer's and/or Dementia. This initiative aims to provide assistance, support, and companionship to help caregivers manage the complex and demanding aspects of their roles. To raise awareness, we are creating a comprehensive 12-month video campaign which will air on HI Now and on our website. We also produced and created caregiver's packets that will contain a lot of the information we have online. This will help build a strong sense of community and offer essential resources to caregivers.

Staffing Costs ($12,918):CEO ($12,000 + 918 for fringe benefits): A full-time CEO will provide strategic leadership, ensuring that the project's objectives are met effectively and efficiently.

Grant Manager ($12,000): Responsible for overseeing financial management and ensuring that funds are utilized in compliance with grant requirements.

Social Media Specialist ($6,000): Crucial for promoting the digital community and engaging with caregivers through online platforms.

Website Maintenance ($3,600): Essential for keeping the digital platform functional, user-friendly, and up to date.

Operational Expenses ($6,120):
Rent ($1,920), Maintenance, and Security ($4,200): Necessary for maintaining a physical office space, which is important for administrative tasks and establishing a local presence.

Production Costs for Media Campaign and Caregiver Packets ($104,962):
Filming, Editing, Digital Platform, Airing Segments, Production, and Creating Caregiver Packets: This significant investment aims to produce and distribute high-quality caregiver packets and content that are both informative and supportive.

The proposed budget is designed to achieve its objectives by investing heavily in a comprehensive media campaign. This campaign includes the creation and dissemination of informative caregiver packets and content that can assist and educate caregivers of individuals with Alzheimer's or Dementia. By allocating substantial resources to the production of high-quality, impactful content, the initiative aims to address the challenges faced by caregivers and provide practical advice and tools.

Funding will also support the development of an online platform, necessitating a functional, user-friendly website that requires ongoing maintenance. By dedicating resources to a Social Media Specialist, the community can achieve a wider online presence, engage more with caregivers, and become a central hub of assistance and support.

The funds allocated to operational expenses and staffing costs will ensure the smooth operation of the initiative. Having dedicated personnel such as a CEO and Grant Manager is vital for meeting project goals efficiently and ensuring that funds are used appropriately.

5. Provide a timeline that is complete, realistic and appropriate to achieve the desired outcomes. This timeline should also be reflected in Section IV. *(3,000 character count limit)*

Timeline:

Pre-Launch (August - September 2025):

1. Content Development: Create video scripts, secure caregiver stories, and partner with Hawaii News Now. Develop initial social media and website content aligned with broadcast topics.
2. Caregiver Kit Preparation: Finalize kit contents, order materials, and set up distribution points across Hawaii, focusing on both urban and rural areas.
3. Platform Setup: Optimize AlzCare's website and social media channels to track engagement metrics.

Launch (October 2025):

1. Campaign Kickoff: Begin broadcasting four segments monthly on Hawaii News Now to reach diverse audiences.
2. First Caregiver Kit Distribution: Distribute 50 kits to caregiving families across Hawaii, tracking to refine future outreach.
3. Social Media Engagement Start: Launch social media campaign, sharing video segments and encouraging community interaction.

Monthly Activities (October 2025 - September 2026):

1. Ongoing Broadcasts: Continue four monthly segments on Hawaii News Now, highlighting caregiver stories, tips, and resources.
2. Regular Social Media Updates: Share campaign content and engage followers. Track clicks, shares, and comments monthly.
3. Monthly Caregiver Kit Distribution:
    - October 2025 - February 2026: Distribute 50 kits monthly.
    - March - September 2026: Increase to 60 kits monthly based on demand and reach expansion.

4. Data Tracking and Adjustments: Review metrics on viewership, online engagement, website traffic, and kit distribution monthly. Adjust outreach and content strategies as needed.

Quarterly Checkpoints (December 2025, March 2026, June 2026, September 2026):

1. Quarterly Impact Reports: Summarize data on media reach, online engagement, and kit distribution. Identify content trends and improvement areas.
2. Strategy Adjustments: Use findings to optimize content, social media, and distribution efforts to maximize impact.

Mid-Project Review (March 2026):

1. Evaluation: Conduct a mid-year review to assess progress and refine strategies to boost visibility and reach.
2. Caregiver Kit Expansion: Increase monthly distribution from 50 to 60 kits, targeting more underserved communities based on mid-project insights.

Final Quarter Focus (July - September 2026):

1. High-Impact Content: Focus on the most engaging topics to maximize reach.
2. End-of-Year Reflection Content: Create final content that celebrates caregiver stories and shares project achievements with the community.

End-of-Project Evaluation (October 2026):

1. Final Outcome Evaluation: Assess media impressions, engagement metrics, and kit distribution, comparing results with initial targets.
2. Comprehensive Report: Prepare a report documenting project impact, outcomes, and lessons learned, with insights for future initiatives.

This timeline provides a balanced, adaptable approach, ensuring continuous progress through structured activities and quarterly assessments.

C. Provide evidence of the agency's ability to perform the proposed grant activity through past performance, current capacity and/or plan to acquire the capacity to perform.

1. Provide data that demonstrates proven success in offering the same, similar, or related activities to achieve the proposed outcomes. *(3,000 character count limit)*

Proven Success in Offering Similar Activities: AlzCare's execution of the FY25 C&C GIA project started last month. The GIA was awarded based on the tremendous experience our team has gained in the last year since the application's submittal. Our approach has shown strong engagement and effectiveness in supporting Alzheimer's and Dementia caregivers in Hawaii.

Caregiver Referrals: AlzCare has provided 35 caregiver referrals monthly, reaching 420 annually. This highlights the ongoing demand for support and AlzCare's crucial role as a resource provider.

Educational Segments on Caregiving: Monthly media segments cover key topics, including:

- Managing Caregiving: 24 segments annually offering practical advice and strategies.
- Medical/Dental Care: Four segments focusing on comprehensive care.

- Legal Guidance: Four segments on essential legal issues like estate planning.

- Caregiver Wellness: 12 segments promoting self-care and burnout prevention.

These segments provide caregivers with valuable knowledge, helping to reduce stress and improve caregiving capabilities.

Online Platform and Community Engagement: AlzCare's website and social media channels have become vital tools, offering 24/7 access to information and support. Engagement metrics indicate increased user activity, showing appreciation for the platform's accessibility.

Community Collaboration: AlzCare board members engage with local nonprofits, healthcare providers, and government agencies, expanding outreach through events and partnerships. This establishes AlzCare as a trusted support network for caregivers.

Empathetic and Experienced Leadership: AlzCare's board members, many with personal caregiving experience, provide empathy and strategic insight. Their expertise in hospitality and nonprofit management ensures AlzCare addresses caregiver needs effectively.

Cultural Relevance and Impact: AlzCare's work aligns with Hawaii's family-centered caregiving culture. Offering culturally relevant resources—such as wellness education and end-of-life planning—resonates with caregivers, respecting local traditions.

Conclusion: AlzCare's early success with the FY25 GIA project lays a solid foundation for current initiatives. Positive feedback from referrals, educational segments, and online engagement confirms AlzCare's effectiveness. These achievements underscore the model's suitability and reinforce commitment to delivering culturally aligned support. AlzCare is well-positioned to continue providing essential resources and community support for caregivers across Hawaii.

2. Describe the applicant's capacity to successfully achieve the proposed outcomes.
OR
Provide a plan to acquire the capacity to successfully achieve the proposed outcomes (including how the applicant has acquired similar capacity in the past).

Responses should include organizational knowledge, staffing, fiscal resources, facilities and other resources, stakeholders and relationships, and other relevant resources. *(3,000 character count limit)*

AlzCare's Capacity to Achieve Proposed Outcomes:

Organizational Knowledge: AlzCare's leadership team, personally experienced in Alzheimer's caregiving, brings empathy and insight, crucial for understanding caregivers' needs. This personal connection, coupled with knowledge of Hawaii's unique cultural values, ensures our resources are relevant and supportive.

Staffing: Led by a dedicated CEO, AlzCare's team manages daily operations, fundraising, and community outreach. With support from board members and volunteers, we effectively implement programs and quickly adapt to caregivers' emerging needs.

Fiscal Resources: Funding from the FY25 C&C GIA grant provides a strong financial foundation for our awareness campaign. We're actively pursuing additional grants and cultivating a network of donors to ensure sustainable growth and ongoing support for caregivers.

Digital and Media Resources: AlzCare's primary facility is our digital platform, providing 24/7 access to resources and a caregiver community. In partnership with Hawaii News Now, we'll broadcast a year-long awareness campaign, using video segments to reach a wide audience through TV and social media.

Stakeholders and Partnerships: We've built strong relationships with local nonprofits, healthcare providers, and government agencies, expanding our reach and impact. Our board members' experience with organizations like the National Park Service and Pearl Harbor Aviation Museum enhances these partnerships, allowing us to leverage skills and resources effectively.

Media and Social Media Engagement: Through Hawaii News Now, we'll release weekly video segments featuring caregiver stories, expert advice, and resources. These will be shared across platforms like Facebook, Instagram, and Twitter, fostering a supportive online community and encouraging caregivers to share their experiences.

Commitment and Vision: AlzCare's team is deeply committed to this project, motivated by personal caregiving experiences and a strong sense of purpose. Our vision is a community that understands Alzheimer's, supports caregivers, and promotes caregiver well-being. Through unity, compassion, and awareness, we aim to empower caregivers, improve patient care, and foster societal change.

In summary, AlzCare has the expertise, resources, partnerships, and dedication necessary to achieve our outcomes. With our team's commitment and strategic use of digital and media platforms, we are well-positioned to create a lasting impact, helping caregivers feel supported and empowered in their caregiving journey.

D. Describe the applicant's sustainability and/or additional long-term benefit to the community

1. Provide a plan for sustaining and / or expanding activities beyond the applicable grant period. *(2,000 character count limit)*

Sustainability Plan:

1. Community Fundraising: After the grant period, AlzCare will launch an annual community-focused fundraising campaign, leveraging the visibility gained through the Hawaii News Now campaign. This ongoing outreach will mobilize local support for our mission, enhancing sustainability.

2. Partnerships and Collaboration: AlzCare will build strategic partnerships with healthcare providers, government agencies, and nonprofits aligned with our goals. These collaborations can facilitate shared funding, resource sharing, and in-kind support, strengthening our operational capacity.

3. Donor and Sponsorship Opportunities: AlzCare will create a sponsorship program targeting long-term donors and sponsors. Increased visibility from the campaign will

attract businesses and individuals interested in supporting Alzheimer's caregiver initiatives, establishing reliable funding sources.

4. Revenue-Generating Services: To further sustainability, AlzCare may introduce a subscription-based online platform offering webinars, exclusive caregiving resources, and professional guidance.

5. Grant Applications: While focusing on sustainable revenue streams, AlzCare will continue to pursue grant funding as an essential part of our financial strategy, applying for relevant grants that support ongoing and expanding caregiver services.

6. Volunteers and Interns: AlzCare will recruit volunteers and interns to assist with campaign activities, including video production, marketing, and social media. This approach expands our workforce cost-effectively while fostering community involvement.

7. Professional Development Services: AlzCare will explore fee-based training programs, workshops, and webinars for caregivers and families. Revenue from these educational services will be reinvested into sustaining and expanding awareness activities.

By integrating these strategies, AlzCare will support the caregiver community beyond the grant period.

2. Describe the applicant's capacity and resources to carry out the above plan (staffing, funding, etc.) beyond the grant period. *(2,000 character count limit)*

AlzCare's Capacity and Resources to Sustain Activities Beyond the Grant Period:

Staffing: AlzCare's dedicated team includes a CEO overseeing daily operations, fundraising, and strategic planning. With the support of board members and volunteers, AlzCare manages outreach, community engagement, and resource development. Our board members' backgrounds in nonprofit management and healthcare make them well-equipped to pursue community partnerships and funding opportunities.

Funding: The organization's financial strategy includes diverse revenue streams, ensuring sustainability. The grant-funded awareness campaign has already raised AlzCare's visibility, positioning us to attract long-term sponsors, donors, and partners. The planned annual community fundraising campaigns, sponsorship programs, and continued grant applications will further strengthen our financial base.

Digital and Media Resources: AlzCare's digital platform serves as a central hub for caregiver resources, accessible 24/7. We also have an established media partnership with Hawaii News Now, enhancing our reach and public engagement. These resources will continue to support revenue-generating activities, such as subscription services and professional caregiver training programs.

Volunteer and Internship Program: By actively recruiting volunteers and interns, AlzCare expands its workforce at minimal cost, ensuring ongoing support for video production, marketing, and outreach initiatives.

Partnerships and Community Collaboration: Our strategic partnerships with local healthcare providers and nonprofits provide shared resources and in-kind contributions, extending our operational capacity.

Through this combination of staffing, funding sources, digital tools, and community support, AlzCare is well-equipped to carry out its plan beyond the grant period, ensuring continuous support for caregivers across Hawaii.

E. No CITY funds or assistance. The highest consideration will be given to applicants that do not receive other funding or any form of assistance from the CITY. While applicants that receive other funding or assistance from the CITY may apply for Grants in Aid funding, the extent of funding or assistance already received in relation to services provided must be considered prior to awarding Grants in Aid funds. A percentage of the sub-total criteria points will be awarded to Grantees based on the criteria below and the information about past funding / assistance from the CITY that follows.	
The applicant has received no award from the CITY within the last 3 years.	**10%**
The applicant has received 1-2 awards from the CITY within the last 3 years.	**7%**
The applicant has received 3-5 awards from the CITY within the last 3 years.	**5%**
The applicant has received between 6-9 awards from the CITY within the last 3 years.	**3%**
The applicant has received 10 or more awards from the CITY within the last 3 years.	**0%**

GRANTEE RECEIPT OF CITY GRANTS

Identify all CITY grants received by Grantee (or Fiscal Sponsor) in the last three (3) years. Information will be verified by the CITY.

1. Grant Activity Name & Contract #: Empowering Alzheimer's Caregivers Project Contract # CT-DCS-2500009
   Grant Period: 10/01/2024 – 09/30/2025 Grant Amount: $150,000
   Grant Purpose: Public service - Seniors
   Grant Activity Status: ☒ Underway ☐ Completed ☐ Canceled
   Administrating Division: Department of Community Services

2. Grant Activity Name & Contract #: _____
   Grant Period: _____ Grant Amount: _____
   Grant Purpose: _____
   Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
   Administrating Division: _____

3. Grant Activity Name & Contract #: _____
   Grant Period: _____ Grant Amount: _____
   Grant Purpose: _____
   Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
   Administrating Division: _____

4. Grant Activity Name & Contract #: _____
   Grant Period: _____ Grant Amount: _____
   Grant Purpose: _____

E. Age Friendly Honolulu (Complete only if applying for the bonus points)
Consideration is to be given to applicants that incorporate the vision and goals of the Age-Friendly Honolulu Program (as codified in ROH Chapter 2, Article 22), including but not limited to (1) enabling residents of all ages to actively participate in activities that keep them socially engaged, healthy, and active; and (2) removing barriers to inclusion for and providing support services to vulnerable residents and/or have physical limitations.

If awarded bonus points for being an Age-Friendly Honolulu project, the Grantee will be subject to additional reporting requirements, including but not limited to name, age, and physical location of seniors being served by the project.

To be eligible for the bonus points as an Age-Friendly Honolulu project an organization must demonstrate the proposal aligns with Age-Friendly Honolulu's priorities by completing the following TWO steps:

1) Go the following website https://www.hiphi.org/age-friendly-honolulu/ to access an Age-Friendly Honolulu training video. The video should be watched by at least one (1) person from the non-profit organization in a leadership position (Executive Director, Administrator, or equivalent). This video will define an "age-friendly city" and explain what types of projects align with the Age-Friendly Honolulu Vision.

2) Complete the section below by selecting which Age-Friendly Honolulu category best fits the activities of your organization and providing a brief description of how your proposal is an Age-Friendly Honolulu project.

☐ Enabling Residents of all ages to actively participate in activities that keep them socially engaged, healthy, and active, particularly at the oldest ages

☒ Providing Kupuna with meaningful roles in the community, including mentors, volunteers, or through intergenerational programming

☐ Removing barriers to support community inclusion and accessibility for persons of all abilities.

3) How is your proposal an Age-Friendly Honolulu Project and explain how your organization can meet the additional reporting requirements if awarded? *(2,000 character count limit)*
Roles Kupuna Will Play:

1. Community Outreach Ambassadors: Kupuna can become Alzheimer's Caregiving & The Caregivers face and voice, visiting community groups and sharing information about the organization's resources. This will help increase awareness and facilitate connections within the community.

2. Empathy: Kupuna can provide emotional support and a level of understanding that resonates with patients and caregivers. This would establish trust and create a more welcoming environment for new community members.

3. Experiential Knowledge: Their first-hand knowledge can greatly benefit current caregivers, helping them prepare for and cope with their journey in caring for a loved one with Alzheimer's/Dementia.

4. Mentorship Program: Kupuna, who have firsthand experience with caregiving or Alzheimer's itself, can offer unique guidance, empathy, and mentorship to others dealing with these conditions. This sharing of experience is an invaluable resource.

5. Fundraising Champions: Using their personal and community networks, kupuna can play a pivotal role in fundraising initiatives for the organization.

6. Memory Programs: Kupuna can lead programs where they share their memories or create art to enhance cognitive functions for Alzheimer's/Dementia patients.

7. Educational Workshop Facilitators: Kupuna can hold workshops on: caregiving techniques; best practices for maintaining mental health and wellness; and the impact of Alzheimer's/Dementia.

8. Foster Connections: Kupuna have a unique ability to foster strong connections among community members. They bring people together, creating a sense of unity and shared experience that strengthens the support network for all involved.

9. Inter-generational Understanding: Kupuna play an important role in raising awareness about Alzheimer's/Dementia across different generations, contributing to the overall knowledge of the community.

APPENDIX A: TIER II GRANT PROPOSAL (Grants $25,000 to $150,000)
SOLICITATION NO. RGP-DCS-GIA2026

Instructions: The proposal below must be completed in full. Responses must be provided in the fillable boxes provided. Where annotated, the fillable boxes have predetermined maximum limits on character counts. Letters, numbers, punctuation marks, and spaces are included in the character count limits.

SECTION I
SUMMARY

A. Grantee Legal Name:	Alzheimer's Caregiving & The Caregivers
B. Is Grantee a Fiscal Sponsor?	☐ Yes ☒ No
C. Grant Activity Name:	Empowering Alzheimer's Caregivers Project

D. Briefly describe the Grantee's background, history (including year established), and mission. *(400 character count limit)*

Established in February 2023, Alzheimer's Caregiving & Caregivers' (AlzCare) support families caring for loved ones with Alzheimer's/Dementia. Our mission is to empower caregivers with the skills and knowledge needed to provide quality care. We equip caregivers with essential tools to offer compassionate, informed care for their loved ones in their journey.

E. Briefly describe the Grant Activity and public need being filled. *(400 character count limit)*

AlzCare will launch a year-long Hawai'i News Now video campaign to raise Alzheimer's/Dementia care awareness. AlzCare will create Caregiver Kits and distribute them statewide. We will also offer vital information on our website. This combined campaign will foster awareness and provide Hawaii caregivers' community essential resources as well as support, answers, and shared experiences.

F. Briefly summarize Grant Activity outcomes and measures of success, including number and description of those served. *(400 character count limit)*

To build awareness about caregiver resources, outcomes include: monthly television segments; website engagement; and social media clicks. Success measures: reaching caregivers through media impressions; producing/distributing 600 Caregiver Kits annually; and tracking online engagement. Project will serve caregivers in Hawaii by offering vital support, resources, and shared community experiences.

G. Council District
Check all districts that will benefit from the Grant Activity. Provide the amount requested per district. Amounts must be in whole numbers only.

☒ District 1 $16,6667	☐ District 2 $16,667	☐ District 3 $16,667
☐ District 4 $16,667	☐ District 5 $16,667	☐ District 6 $16,664
☐ District 7 $16,667	☐ District 8 $16,667	☐ District 9 $16,667

Total Amount Requested (must be $25,000 to $150,000)	$ 150,000

H. Type of Grant Activity (pick ONE category that best reflects the Grant Activity):		
1. Public Services: Projects in this category will support qualified public services and programs for the target populations deemed by the CITY to be most vulnerable.		
☒ A. Public Service – Seniors	☐ B. Public Service - Children	☐ C. Public Service - Disabilities
☐ D. Public Service – Homeless	☐ E. Public Service – Domestic Violence	☐ F. Public Service – Substance Abuse
☐ G. Public Service – Mental Health	☐ H. Public Service – Other (describe):	
2. Arts, Culture, Community/Economic Development, and the Environment: Projects in this category will support the sustainable improvement in the well-being and quality of life of local communities, especially low- to moderate income areas.		
☐ A. Arts	☐ B. Culture	☐ C. Community Development
☐ D. Economic Development	☐ E. Environment	

GRANTEE'S CERTIFICATION AND SIGNATURE

The undersigned, subject to personal liability and penalty under applicable law, certifies that he or she: (i) is authorized to sign this Grant Proposal; (ii) personally prepared or reviewed the matters found in this Grant Proposal (including any related documents/attachments); (iii) asserts all statements made in this Grant Proposal (including all attachments) are true, accurate and complete; (iv) has the requisite skills and knowledge to assert the foregoing certification; and (v) has complied and shall continue to comply with all applicable requirements of Chapter 6, Article 29 of the Revised Ordinances of Honolulu 2021, as amended (Link), regarding private organizations receiving grants of public funds from the City and County of Honolulu.

Signature of Grantee (Fiscal Sponsor) Officer

Printed Name and Title: Anthony Vericella

11/18/2024
Date

CERTIFICATE OF THE BOARD OF DIRECTORS NO OBLIGATIONS IN ARREARS

The undersigned of the Board ("Grantee") hereby certifies that the Grantee or any principal of the Grantee or sponsored organization (where the Grantee is a Fiscal Sponsor) is not in arrears on any financial or other obligation owed to the City & County of Honolulu, a municipal corporation of the State of Hawaii.

(Signature)

Ray L'Heureux
(Print name)

CERTIFICATE OF THE BOARD OF DIRECTORS AUTHORIZATION TO ASSIGN AUTHORITY

The undersigned of the Board ("Grantee") hereby certifies that Anthony Vericella, President, has been authorized by the Board of Directors to sign proposals, contracts, and related documents on behalf of the Grantee. Accordingly, I hereby assign the authority by the Board to execute proposals, contracts, and contract amendments on behalf of the Grantee, and further certify that the assigned is given the power and authority to do all things necessary to implement, maintain, amend, or renew such contracts, including but not limited to the delegation of signing authority to another employee of the Grantee.

(Signature)

Ray L'Heureux
(Print name)

STATE OF HAWAII)
CITY AND COUNTY OF HONOLULU)

On this 13th day of November, 2024, before me appeared Ray L'Heureux, personally known to me, who, being by me duly sworn, did say that he/she is the Treasurer of Alzheimers Caregiving & The Caregivers and that the corporation has no corporate seal, and that said instrument was signed in behalf of said corporation by authority of its Board of Directors, and said ite acknowledged said instrument to be the free act and deed of said corporation.

DIANA MAIN NOTARY 21-22 PUBLIC STATE OF HAWAII

Notary Public, State of Hawaii

My Commission expires: 04/18/2025

Doc. Date: undated # Pages 3
Name: Diana Main 1st Circuit
Doc. Description: Certificate of the Board of Directors No obligations in arrears

Signature 11/13/2024
Date

NOTARY CERTIFICATION

DIANA MAIN NOTARY 21-22 PUBLIC STATE OF HAWAII

SECTION II
GRANT ACTIVITY INFORMATION

A. Describe how the community need, stated problem/issue, and target population are effectively validated. The description must include how the public services' target population is vulnerable or how the arts, culture, community/economic development, or environmental activities will especially support low- to moderate-income areas.

1. Provide substantive data and other qualifying information to demonstrate how the problem/issue impacts the target population and is a community priority that needs to be addressed. *(5,000 character count limit)*

The community need for Alzheimer's and Dementia support services is profound, especially among seniors aged 65 and older on Oahu. Hawaii's aging population continues to grow rapidly due to its appeal as a retirement destination and its residents' increased lifespans.

As of 2019, Hawaii's senior population was 18%, above the national average. With an estimated 29,000 seniors already affected by Alzheimer's and Dementia, this figure is expected to rise to 35,000 by 2025, highlighting the urgent and growing need for support. This statistic alone underlines the vulnerability of Hawaii's aging population to these progressive diseases, which significantly diminish an individual's ability to function independently over time.

The high proportion of racial and ethnic minorities in Hawaii further exacerbates this issue. Asians, Pacific Islanders, and Native Hawaiians—ethnic groups with elevated Alzheimer's rates compared to their white counterparts—make up a significant portion of the state's population. Consequently, these demographics are disproportionately affected, demanding culturally sensitive and accessible support.

Additionally, with limited specialized healthcare services, especially in rural areas, Hawaii's geographical isolation adds a unique layer of difficulty. Patients in remote areas often face long journeys to reach care providers or specialists, delaying diagnoses and the effective management of Alzheimer's and related Dementias.

The lack of healthcare resources also affects caregivers, who frequently lack professional training and often provide unpaid, intensive support to their loved ones. As primary caregivers, families experience high emotional, physical, and financial stress, which can adversely affect the quality of care provided.

Alzheimer's disease and other Dementias result in more than 61 million hours of unpaid care in Hawaii annually, as noted by the Alzheimer's Association. These unpaid caregiving hours signify the enormous burden on families and the urgent need for supportive services.

Additional health factors prevalent in Hawaii -- such as cardiovascular disease, diabetes, and hypertension, raise the risk of Alzheimer's and Dementia -- further stressing healthcare services.

Moreover, social and cultural factors in Hawaii present unique challenges. In many multiethnic Hawaiian families, there remains a stigma associated with Alzheimer's and Dementia, which can deter early diagnosis and intervention.

Traditional family values often lead to in-home care without adequate resources, resulting in caregiver burnout and significant financial strain on families. Addressing this requires culturally appropriate outreach to encourage families to seek support early.

Alzheimer's and Dementia impose vast societal and economic impacts, affecting productivity, well-being, and increasing public healthcare costs. The Alzheimer's Association reports that the disease costs Hawaii over $450 million in healthcare and long-term care, underscoring the public health crisis it represents.

With Alzheimer's as the sixth leading cause of death in the state, and projections showing that a new case develops every hour, the urgency for intervention is undeniable. By 2025, Hawaii is expected to have one of the fastest-growing Alzheimer's populations in the U.S., with the disease projected to rise nearly 30% in that time frame.

The Hawaii State Plan on Alzheimer's Disease and Related Dementias (2019-2024) and statements by public policy advocates emphasize the critical need for a coordinated response.

The target population—seniors with Alzheimer's or related Dementias and their caregivers—faces significant vulnerability. For seniors, the disease strips away independence, creating a need for long-term care and support.

The impact extends to caregivers, who shoulder immense responsibilities without adequate professional or financial resources, compromising their health and quality of life.

In response, AlzCare's initiatives provide essential support and build community awareness. This project aligns with a community priority, as recognized by healthcare and governmental organizations, to address the surging rates of Alzheimer's and Dementia in Hawaii.

Through our year-long campaign on Hawai'i News Now, Caregiver Kits, and a comprehensive online resource, AlzCare will offer crucial support, awareness, and shared experiences, helping families navigate the profound challenges posed by Alzheimer's and Dementia.

B. Describe the proposed plan

1. Provide a description of the Grant Activity. This description will be used as the scope of services in the contract. Describe why you chose this Grant Activity and how it will effectively address the community's problem / need. *(3,000 character count limit)*

AlzCare will launch a 12-month multimedia awareness campaign aimed at supporting caregivers of individuals with Alzheimer's and related dementias. The project will include monthly video segments broadcast on Hawaii News Now's media channels, website resources, and social media engagements to raise awareness and provide vital support.

The campaign will highlight caregivers' experiences, provide practical advice, and create a sense of community and belonging. Additionally, AlzCare will produce and distribute 600 Caregiver Kits across Hawaii annually, offering essential tools to enhance caregiving at home.

The campaign plans to reach caregivers through media impressions, website engagement, and social media clicks, tracked monthly to assess outreach. Success will be measured by the visibility achieved through Hawaii News Now's platforms, online engagement metrics, and Caregiver Kit distribution. These combined activities will provide crucial resources to caregivers across Hawaii, helping them manage the demanding tasks associated with Alzheimer's care.

AlzCare's mission is to create a digital community where caregivers can access information, share experiences, and find support to aid them in their journey.

AlzCare chose this grant activity to address the profound and growing need for caregiver support in Hawaii's Alzheimer's and dementia community. Many families provide in-home care

out of aloha and respect for kupuna, but lack of resources, training, and emotional support often leads to caregiver burnout and financial strain.

Hawaii News Now's diverse media channels were selected to provide broad outreach and visibility to isolated caregivers, helping them feel less alone and better supported. This digital campaign offers several unique advantages:

1. Broad Outreach: By using popular, accessible media, the campaign can connect with a large audience of caregivers who may not know where to seek help.
2. Empathy and Connection: Video segments allow for a deeper emotional connection to the caregivers' stories, fostering understanding and empathy within the wider community.
3. Engagement and Interaction: Social media allows caregivers to engage directly through comments and shares, creating a network where they can find and give support.
4. 24/7 Access: AlzCare's online presence ensures that all resources are available whenever caregivers need them, making support readily accessible.
5. Resource Integration: After each segment, viewers are guided to AlzCare's website for additional information, creating a seamless path for them to find further help.

By spotlighting caregiver challenges and providing practical advice, this campaign addresses the difficulties identified by community professionals: limited access to resources, caregiver isolation, and the need for reliable information. Through Hawaii News Now's reach, AlzCare will affect positive change, fostering a resilient caregiving community in Hawaii.

2. Provide measurable outcomes, describe how outcomes are aligned with the purposes and priorities of the Grants in Aid Fund, and describe how outcomes directly benefit the target population. *(3,000 character count limit)*

Public Services should begin with a statement of the number of individuals that the Grant Activity will directly benefit during the Grant Term.

Arts, Culture, Community/Economic Development or Environment should begin with a statement as to how the Grant Activity supports the sustainable improvement in the well-being and quality of life of local communities, especially low to moderate income areas.

This Public Services project involves a global website and a television network, so estimating the exact number of people directly benefiting from this Grant Activity is extremely difficult.

This project aligns with the GIA's mission to provide public benefit services. Many Hawaii caregivers face economic strain from unpaid or minimally compensated caregiving, which often requires them to leave employment or reduce work hours, limiting their income and financial stability. By equipping caregivers with free resources, training, and a support network, AlzCare can alleviate some of this economic and social burden.

Outcomes

1. Awareness Campaign Reach: Monthly video segments on Hawaii News Now will generate substantial media impressions, raising public awareness of Alzheimer's and

Dementia caregiving. Engagement will be tracked through website visits, social media interactions (clicks, comments, shares), and television viewership metrics.

2. Distribution of Caregiver Kits: AlzCare will produce and distribute 600 Caregiver Kits annually across Hawaii, equipping caregivers with resources to assist in their day-to-day responsibilities. Distribution will be tracked to ensure coverage across diverse communities.

3. Website and Social Media Engagement: Online resources, accessible 24/7, will provide educational materials, caregiver tools, and a community forum. Engagement metrics, such as click-through rates, video views, and downloads, will be closely monitored to assess outreach and impact.

By increasing public awareness, AlzCare's campaign helps the broader community understand the needs of caregivers, which can stimulate support, reduce stigma, and encourage collective responsibility toward elder care.

Direct Benefits

1. Enhanced Quality of Care: By providing caregivers with Caregiver Kits and training resources, seniors with Alzheimer's and Dementia will benefit from improved care quality. Properly equipped caregivers can offer more effective and compassionate support, leading to better health and well-being for their loved ones.

2. Reducing Isolation for Caregivers and Seniors: This project's digital platform offers caregivers an online community where they can connect with others, share experiences, and find solutions. This engagement reduces the social isolation often experienced by both caregivers and seniors, fostering mental and emotional well-being.

3. Improving Caregiver Resilience: By supporting caregivers with resources and guidance, AlzCare helps prevent caregiver burnout. This, in turn, allows caregivers to provide long-term, sustained care, enabling seniors to remain at home longer in familiar surroundings, which enhances their quality of life.

Increasing Public Awareness and Community Support: The awareness campaign educates the wider community, encouraging more community resources, volunteers, and donations to support caregivers and seniors.

3. Provide an action plan to achieve the stated measurable outcomes. If the Grant Activity involves a partnership, provide a description of each partner's role. Must include measurable milestones, specific events, or other performance measures appropriate to achieving the outcomes. *(3,000 character count limit)*

AlzCare's action plan aims to raise awareness, distribute caregiving resources, and foster a supportive online community for caregivers in Hawaii.

Outcome 1: Increase Awareness Through Media Impressions:

- Milestone: Air four caregiving segments monthly on Hawaii News Now, including HI Now Daily, featuring caregiver stories, advice, and resources.

- Performance Measure: Monitor viewership and engagement metrics like clicks, shares, and comments on Hawaii News Now's website and social media to evaluate reach and refine content.

- Timeline: October 2025 - September 2026. Regular broadcasts aim to boost awareness of Alzheimer's and dementia resources.

- Quarterly Checkpoints: Summarize viewership data to pinpoint effective topics, allowing content tweaks to maximize reach.

Outcome 2: Website & Social Media Engagement:

- Milestone: Achieve 35 social media interactions per month on LinkedIn, YouTube, and Facebook by sharing relevant caregiving content and resources.

- Performance Measure: Track engagement metrics, such as click-through rates, likes, shares, and comments. Monitor website traffic to assess user interaction with resources.

- Timeline: October 2025 - September 2026. Consistent social media activity and website updates will ensure continuous information access.

- Monthly Monitoring: Review engagement data monthly to adapt content based on caregiver interests, fostering a vibrant online community.

Outcome 3: Distribution of Caregiver Kits:

- Milestone: Distribute an average of 50 Caregiver Kits monthly, increasing to 60 by March 2026. Kits contain materials to aid in managing Alzheimer's and dementia care. Focus on distribution throughout Hawaii, including rural and underserved areas.

- Performance Measure: Record the number and location of kits distributed. Gather feedback from recipients to evaluate usefulness and identify additional resource needs.

- Timeline: October 2025 - September 2026. Consistent distribution aims to provide steady support.

- Quarterly Checkpoints: Compile distribution summaries to ensure goals are met and adjust efforts to reach underserved areas.

Monthly Performance Monitoring & Adjustments:

- Monthly Reviews: Evaluate progress in media impressions, social media interactions, website engagement, and kit distribution. Make necessary adjustments to meet caregiver needs and engagement trends.

- Quarterly Summary Reports: Aggregate data to offer a comprehensive view of project impact and progress.

Annual Evaluation and Final Report:

At the end of the 12-month period, AlzCare will assess project outcomes against objectives. The evaluation will include a report on media reach, online engagement, kit distribution, and caregiver feedback. Insights gained will inform future projects, with findings shared with stakeholders.

This action plan aligns with AlzCare's dedication to supporting caregivers of individuals with Alzheimer's and dementia through clear milestones and ongoing tracking.

Alzheimer's Caregiving & The Caregivers is seeking $150,000 to continue supporting the community dedicated to caregivers of individuals with Alzheimer's and/or Dementia. This initiative aims to provide assistance, support, and companionship to help caregivers manage the complex and demanding aspects of their roles. To raise awareness, we are creating a comprehensive 12-month video campaign which will air on HI Now and on our website. We also produced and created caregiver's packets that will contain a lot of the information we have online. This will help build a strong sense of community and offer essential resources to caregivers.

Staffing Costs ($12,918):CEO ($12,000 + 918 for fringe benefits): A full-time CEO will provide strategic leadership, ensuring that the project's objectives are met effectively and efficiently.

Grant Manager ($12,000): Responsible for overseeing financial management and ensuring that funds are utilized in compliance with grant requirements.

Social Media Specialist ($6,000): Crucial for promoting the digital community and engaging with caregivers through online platforms.

Website Maintenance ($3,600): Essential for keeping the digital platform functional, user-friendly, and up to date.

Operational Expenses ($6,120):
Rent ($1,920), Maintenance, and Security ($4,200): Necessary for maintaining a physical office space, which is important for administrative tasks and establishing a local presence.

Production Costs for Media Campaign and Caregiver Packets ($104,962):
Filming, Editing, Digital Platform, Airing Segments, Production, and Creating Caregiver Packets: This significant investment aims to produce and distribute high-quality caregiver packets and content that are both informative and supportive.

The proposed budget is designed to achieve its objectives by investing heavily in a comprehensive media campaign. This campaign includes the creation and dissemination of informative caregiver packets and content that can assist and educate caregivers of individuals with Alzheimer's or Dementia. By allocating substantial resources to the production of high-quality, impactful content, the initiative aims to address the challenges faced by caregivers and provide practical advice and tools.

Funding will also support the development of an online platform, necessitating a functional, user-friendly website that requires ongoing maintenance. By dedicating resources to a Social Media Specialist, the community can achieve a wider online presence, engage more with caregivers, and become a central hub of assistance and support.

The funds allocated to operational expenses and staffing costs will ensure the smooth operation of the initiative. Having dedicated personnel such as a CEO and Grant Manager is vital for meeting project goals efficiently and ensuring that funds are used appropriately.

5. Provide a timeline that is complete, realistic and appropriate to achieve the desired outcomes. This timeline should also be reflected in Section IV. *(3,000 character count limit)*

Timeline:

Pre-Launch (August - September 2025):

1. Content Development: Create video scripts, secure caregiver stories, and partner with Hawaii News Now. Develop initial social media and website content aligned with broadcast topics.
2. Caregiver Kit Preparation: Finalize kit contents, order materials, and set up distribution points across Hawaii, focusing on both urban and rural areas.
3. Platform Setup: Optimize AlzCare's website and social media channels to track engagement metrics.

Launch (October 2025):

1. Campaign Kickoff: Begin broadcasting four segments monthly on Hawaii News Now to reach diverse audiences.
2. First Caregiver Kit Distribution: Distribute 50 kits to caregiving families across Hawaii, tracking to refine future outreach.
3. Social Media Engagement Start: Launch social media campaign, sharing video segments and encouraging community interaction.

Monthly Activities (October 2025 - September 2026):

1. Ongoing Broadcasts: Continue four monthly segments on Hawaii News Now, highlighting caregiver stories, tips, and resources.
2. Regular Social Media Updates: Share campaign content and engage followers. Track clicks, shares, and comments monthly.
3. Monthly Caregiver Kit Distribution:
    - October 2025 - February 2026: Distribute 50 kits monthly.
    - March - September 2026: Increase to 60 kits monthly based on demand and reach expansion.

4. Data Tracking and Adjustments: Review metrics on viewership, online engagement, website traffic, and kit distribution monthly. Adjust outreach and content strategies as needed.

Quarterly Checkpoints (December 2025, March 2026, June 2026, September 2026):

1. Quarterly Impact Reports: Summarize data on media reach, online engagement, and kit distribution. Identify content trends and improvement areas.
2. Strategy Adjustments: Use findings to optimize content, social media, and distribution efforts to maximize impact.

Mid-Project Review (March 2026):

1. Evaluation: Conduct a mid-year review to assess progress and refine strategies to boost visibility and reach.
2. Caregiver Kit Expansion: Increase monthly distribution from 50 to 60 kits, targeting more underserved communities based on mid-project insights.

Final Quarter Focus (July - September 2026):

1. High-Impact Content: Focus on the most engaging topics to maximize reach.
2. End-of-Year Reflection Content: Create final content that celebrates caregiver stories and shares project achievements with the community.

End-of-Project Evaluation (October 2026):

1. Final Outcome Evaluation: Assess media impressions, engagement metrics, and kit distribution, comparing results with initial targets.
2. Comprehensive Report: Prepare a report documenting project impact, outcomes, and lessons learned, with insights for future initiatives.

This timeline provides a balanced, adaptable approach, ensuring continuous progress through structured activities and quarterly assessments.

C. Provide evidence of the agency's ability to perform the proposed grant activity through past performance, current capacity and/or plan to acquire the capacity to perform.

1. Provide data that demonstrates proven success in offering the same, similar, or related activities to achieve the proposed outcomes. *(3,000 character count limit)*

Proven Success in Offering Similar Activities: AlzCare's execution of the FY25 C&C GIA project started last month. The GIA was awarded based on the tremendous experience our team has gained in the last year since the application's submittal. Our approach has shown strong engagement and effectiveness in supporting Alzheimer's and Dementia caregivers in Hawaii.

Caregiver Referrals: AlzCare has provided 35 caregiver referrals monthly, reaching 420 annually. This highlights the ongoing demand for support and AlzCare's crucial role as a resource provider.

Educational Segments on Caregiving: Monthly media segments cover key topics, including:

- Managing Caregiving: 24 segments annually offering practical advice and strategies.
- Medical/Dental Care: Four segments focusing on comprehensive care.

- Legal Guidance: Four segments on essential legal issues like estate planning.

- Caregiver Wellness: 12 segments promoting self-care and burnout prevention.

These segments provide caregivers with valuable knowledge, helping to reduce stress and improve caregiving capabilities.

Online Platform and Community Engagement: AlzCare's website and social media channels have become vital tools, offering 24/7 access to information and support. Engagement metrics indicate increased user activity, showing appreciation for the platform's accessibility.

Community Collaboration: AlzCare board members engage with local nonprofits, healthcare providers, and government agencies, expanding outreach through events and partnerships. This establishes AlzCare as a trusted support network for caregivers.

Empathetic and Experienced Leadership: AlzCare's board members, many with personal caregiving experience, provide empathy and strategic insight. Their expertise in hospitality and nonprofit management ensures AlzCare addresses caregiver needs effectively.

Cultural Relevance and Impact: AlzCare's work aligns with Hawaii's family-centered caregiving culture. Offering culturally relevant resources—such as wellness education and end-of-life planning—resonates with caregivers, respecting local traditions.

Conclusion: AlzCare's early success with the FY25 GIA project lays a solid foundation for current initiatives. Positive feedback from referrals, educational segments, and online engagement confirms AlzCare's effectiveness. These achievements underscore the model's suitability and reinforce commitment to delivering culturally aligned support. AlzCare is well-positioned to continue providing essential resources and community support for caregivers across Hawaii.

2. Describe the applicant's capacity to successfully achieve the proposed outcomes.
OR
Provide a plan to acquire the capacity to successfully achieve the proposed outcomes (including how the applicant has acquired similar capacity in the past).

Responses should include organizational knowledge, staffing, fiscal resources, facilities and other resources, stakeholders and relationships, and other relevant resources. *(3,000 character count limit)*

AlzCare's Capacity to Achieve Proposed Outcomes:

Organizational Knowledge: AlzCare's leadership team, personally experienced in Alzheimer's caregiving, brings empathy and insight, crucial for understanding caregivers' needs. This personal connection, coupled with knowledge of Hawaii's unique cultural values, ensures our resources are relevant and supportive.

Staffing: Led by a dedicated CEO, AlzCare's team manages daily operations, fundraising, and community outreach. With support from board members and volunteers, we effectively implement programs and quickly adapt to caregivers' emerging needs.

Fiscal Resources: Funding from the FY25 C&C GIA grant provides a strong financial foundation for our awareness campaign. We're actively pursuing additional grants and cultivating a network of donors to ensure sustainable growth and ongoing support for caregivers.

Digital and Media Resources: AlzCare's primary facility is our digital platform, providing 24/7 access to resources and a caregiver community. In partnership with Hawaii News Now, we'll broadcast a year-long awareness campaign, using video segments to reach a wide audience through TV and social media.

Stakeholders and Partnerships: We've built strong relationships with local nonprofits, healthcare providers, and government agencies, expanding our reach and impact. Our board members' experience with organizations like the National Park Service and Pearl Harbor Aviation Museum enhances these partnerships, allowing us to leverage skills and resources effectively.

Media and Social Media Engagement: Through Hawaii News Now, we'll release weekly video segments featuring caregiver stories, expert advice, and resources. These will be shared across platforms like Facebook, Instagram, and Twitter, fostering a supportive online community and encouraging caregivers to share their experiences.

Commitment and Vision: AlzCare's team is deeply committed to this project, motivated by personal caregiving experiences and a strong sense of purpose. Our vision is a community that understands Alzheimer's, supports caregivers, and promotes caregiver well-being. Through unity, compassion, and awareness, we aim to empower caregivers, improve patient care, and foster societal change.

In summary, AlzCare has the expertise, resources, partnerships, and dedication necessary to achieve our outcomes. With our team's commitment and strategic use of digital and media platforms, we are well-positioned to create a lasting impact, helping caregivers feel supported and empowered in their caregiving journey.

D. Describe the applicant's sustainability and/or additional long-term benefit to the community

1. Provide a plan for sustaining and / or expanding activities beyond the applicable grant period. *(2,000 character count limit)*

Sustainability Plan:

1. Community Fundraising: After the grant period, AlzCare will launch an annual community-focused fundraising campaign, leveraging the visibility gained through the Hawaii News Now campaign. This ongoing outreach will mobilize local support for our mission, enhancing sustainability.

2. Partnerships and Collaboration: AlzCare will build strategic partnerships with healthcare providers, government agencies, and nonprofits aligned with our goals. These collaborations can facilitate shared funding, resource sharing, and in-kind support, strengthening our operational capacity.

3. Donor and Sponsorship Opportunities: AlzCare will create a sponsorship program targeting long-term donors and sponsors. Increased visibility from the campaign will

attract businesses and individuals interested in supporting Alzheimer's caregiver initiatives, establishing reliable funding sources.

4. Revenue-Generating Services: To further sustainability, AlzCare may introduce a subscription-based online platform offering webinars, exclusive caregiving resources, and professional guidance.

5. Grant Applications: While focusing on sustainable revenue streams, AlzCare will continue to pursue grant funding as an essential part of our financial strategy, applying for relevant grants that support ongoing and expanding caregiver services.

6. Volunteers and Interns: AlzCare will recruit volunteers and interns to assist with campaign activities, including video production, marketing, and social media. This approach expands our workforce cost-effectively while fostering community involvement.

7. Professional Development Services: AlzCare will explore fee-based training programs, workshops, and webinars for caregivers and families. Revenue from these educational services will be reinvested into sustaining and expanding awareness activities.

By integrating these strategies, AlzCare will support the caregiver community beyond the grant period.

2. Describe the applicant's capacity and resources to carry out the above plan (staffing, funding, etc.) beyond the grant period. *(2,000 character count limit)*

AlzCare's Capacity and Resources to Sustain Activities Beyond the Grant Period:

Staffing: AlzCare's dedicated team includes a CEO overseeing daily operations, fundraising, and strategic planning. With the support of board members and volunteers, AlzCare manages outreach, community engagement, and resource development. Our board members' backgrounds in nonprofit management and healthcare make them well-equipped to pursue community partnerships and funding opportunities.

Funding: The organization's financial strategy includes diverse revenue streams, ensuring sustainability. The grant-funded awareness campaign has already raised AlzCare's visibility, positioning us to attract long-term sponsors, donors, and partners. The planned annual community fundraising campaigns, sponsorship programs, and continued grant applications will further strengthen our financial base.

Digital and Media Resources: AlzCare's digital platform serves as a central hub for caregiver resources, accessible 24/7. We also have an established media partnership with Hawaii News Now, enhancing our reach and public engagement. These resources will continue to support revenue-generating activities, such as subscription services and professional caregiver training programs.

Volunteer and Internship Program: By actively recruiting volunteers and interns, AlzCare expands its workforce at minimal cost, ensuring ongoing support for video production, marketing, and outreach initiatives.

Partnerships and Community Collaboration: Our strategic partnerships with local healthcare providers and nonprofits provide shared resources and in-kind contributions, extending our operational capacity.

Through this combination of staffing, funding sources, digital tools, and community support, AlzCare is well-equipped to carry out its plan beyond the grant period, ensuring continuous support for caregivers across Hawaii.

E. No CITY funds or assistance. The highest consideration will be given to applicants that do not receive other funding or any form of assistance from the CITY. While applicants that receive other funding or assistance from the CITY may apply for Grants in Aid funding, the extent of funding or assistance already received in relation to services provided must be considered prior to awarding Grants in Aid funds. A percentage of the sub-total criteria points will be awarded to Grantees based on the criteria below and the information about past funding / assistance from the CITY that follows.	
The applicant has received no award from the CITY within the last 3 years.	**10%**
The applicant has received 1-2 awards from the CITY within the last 3 years.	**7%**
The applicant has received 3-5 awards from the CITY within the last 3 years.	**5%**
The applicant has received between 6-9 awards from the CITY within the last 3 years.	**3%**
The applicant has received 10 or more awards from the CITY within the last 3 years.	**0%**

GRANTEE RECEIPT OF CITY GRANTS

Identify all CITY grants received by Grantee (or Fiscal Sponsor) in the last three (3) years. Information will be verified by the CITY.

1. Grant Activity Name & Contract #: Empowering Alzheimer's Caregivers Project Contract # CT-DCS-2500009
   Grant Period: 10/01/2024 – 09/30/2025 Grant Amount: $150,000
   Grant Purpose: Public service - Seniors
   Grant Activity Status: ☒ Underway ☐ Completed ☐ Canceled
   Administrating Division: Department of Community Services

2. Grant Activity Name & Contract #: _____
   Grant Period: _____ Grant Amount: _____
   Grant Purpose: _____
   Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
   Administrating Division: _____

3. Grant Activity Name & Contract #: _____
   Grant Period: _____ Grant Amount: _____
   Grant Purpose: _____
   Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
   Administrating Division: _____

4. Grant Activity Name & Contract #: _____
   Grant Period: _____ Grant Amount: _____
   Grant Purpose: _____

E. Age Friendly Honolulu (Complete only if applying for the bonus points)
Consideration is to be given to applicants that incorporate the vision and goals of the Age-Friendly Honolulu Program (as codified in ROH Chapter 2, Article 22), including but not limited to (1) enabling residents of all ages to actively participate in activities that keep them socially engaged, healthy, and active; and (2) removing barriers to inclusion for and providing support services to vulnerable residents and/or have physical limitations.

If awarded bonus points for being an Age-Friendly Honolulu project, the Grantee will be subject to additional reporting requirements, including but not limited to name, age, and physical location of seniors being served by the project.

To be eligible for the bonus points as an Age-Friendly Honolulu project an organization must demonstrate the proposal aligns with Age-Friendly Honolulu's priorities by completing the following TWO steps:

1) Go the following website https://www.hiphi.org/age-friendly-honolulu/ to access an Age-Friendly Honolulu training video. The video should be watched by at least one (1) person from the non-profit organization in a leadership position (Executive Director, Administrator, or equivalent). This video will define an "age-friendly city" and explain what types of projects align with the Age-Friendly Honolulu Vision.

2) Complete the section below by selecting which Age-Friendly Honolulu category best fits the activities of your organization and providing a brief description of how your proposal is an Age-Friendly Honolulu project.

☐ Enabling Residents of all ages to actively participate in activities that keep them socially engaged, healthy, and active, particularly at the oldest ages

☒ Providing Kupuna with meaningful roles in the community, including mentors, volunteers, or through intergenerational programming

☐ Removing barriers to support community inclusion and accessibility for persons of all abilities.

3) How is your proposal an Age-Friendly Honolulu Project and explain how your organization can meet the additional reporting requirements if awarded? *(2,000 character count limit)*
Roles Kupuna Will Play:

1. Community Outreach Ambassadors: Kupuna can become Alzheimer's Caregiving & The Caregivers face and voice, visiting community groups and sharing information about the organization's resources. This will help increase awareness and facilitate connections within the community.

2. Empathy: Kupuna can provide emotional support and a level of understanding that resonates with patients and caregivers. This would establish trust and create a more welcoming environment for new community members.

3. Experiential Knowledge: Their first-hand knowledge can greatly benefit current caregivers, helping them prepare for and cope with their journey in caring for a loved one with Alzheimer's/Dementia.

4. Mentorship Program: Kupuna, who have firsthand experience with caregiving or Alzheimer's itself, can offer unique guidance, empathy, and mentorship to others dealing with these conditions. This sharing of experience is an invaluable resource.

5. Fundraising Champions: Using their personal and community networks, kupuna can play a pivotal role in fundraising initiatives for the organization.

6. Memory Programs: Kupuna can lead programs where they share their memories or create art to enhance cognitive functions for Alzheimer's/Dementia patients.

7. Educational Workshop Facilitators: Kupuna can hold workshops on: caregiving techniques; best practices for maintaining mental health and wellness; and the impact of Alzheimer's/Dementia.

8. Foster Connections: Kupuna have a unique ability to foster strong connections among community members. They bring people together, creating a sense of unity and shared experience that strengthens the support network for all involved.

9. Inter-generational Understanding: Kupuna play an important role in raising awareness about Alzheimer's/Dementia across different generations, contributing to the overall knowledge of the community.

APPENDIX A: TIER II GRANT PROPOSAL (Grants $25,000 to $150,000)
SOLICITATION NO. RGP-DCS-GIA2026

Instructions: The proposal below must be completed in full. Responses must be provided in the fillable boxes provided. Where annotated, the fillable boxes have predetermined maximum limits on character counts. Letters, numbers, punctuation marks, and spaces are included in the character count limits.

SECTION I
SUMMARY

A. Grantee Legal Name:	Best Buddies International, Inc.
B. Is Grantee a Fiscal Sponsor?	☐ Yes ☒ No
C. Grant Activity Name:	Best Buddies Inclusion Project

D. Briefly describe the Grantee's background, history (including year established), and mission. *(400 character count limit)*

Best Buddies International, Inc. was founded in 1989 and established in Hawaii in 2008. Our mission is to establish a global volunteer movement that creates opportunities for one-to-one friendships, integrated employment, leadership development, inclusive living, and family support for people with intellectual and developmental disabilities (IDD).

E. Briefly describe the Grant Activity and public need being filled. *(400 character count limit)*

The Grant Activity will deliver inclusion programs that reduce the physical and social barriers that prevent students with disabilities from interacting with their typical peers. Programs will create one-to-one friendships between students with and without IDD and offer inclusive group activities and leadership training serving students with and without disabilities throughout the year.

F. Briefly summarize Grant Activity outcomes and measures of success, including number and description of those served. *(400 character count limit)*

The project will support eight school-based chapters, engaging 150 students in 55 inclusive group activities and delivering leadership training to 10 students with and without disabilities – four of whom will attend the 2026 Best Buddies International Leadership Conference in July, 2026.

G. Council District
Check all districts that will benefit from the Grant Activity. Provide the amount requested per district. Amounts must be in whole numbers only.

☒ District 1 $14,167	☐ District 2 $	☒ District 3 $14,167
☐ District 4 $	☒ District 5 $14,167	☒ District 6 $14,167
☐ District 7 $	☒ District 8 $14,166	☒ District 9 $14,166
Total Amount Requested (must be $25,000 to $150,000)	$85,000	

H. Type of Grant Activity (pick ONE category that best reflects the Grant Activity):		
1. Public Services: Projects in this category will support qualified public services and programs for the target populations deemed by the CITY to be most vulnerable.		
☐ A. Public Service – Seniors	☐ B. Public Service - Children	☒ C. Public Service - Disabilities
☐ D. Public Service – Homeless	☐ E. Public Service – Domestic Violence	☐ F. Public Service – Substance Abuse
☐ G. Public Service – Mental Health	☐ H. Public Service – Other (describe):	
2. Arts, Culture, Community/Economic Development, and the Environment: Projects in this category will support the sustainable improvement in the well-being and quality of life of local communities, especially low- to moderate income areas.		
☐ A. Arts	☐ B. Culture	☐ C. Community Development
☐ D. Economic Development	☐ E. Environment	

GRANTEE'S CERTIFICATION AND SIGNATURE

The undersigned, subject to personal liability and penalty under applicable law, certifies that he or she: (i) is authorized to sign this Grant Proposal; (ii) personally prepared or reviewed the matters found in this Grant Proposal (including any related documents/attachments); (iii) asserts all statements made in this Grant Proposal (including all attachments) are true, accurate and complete; (iv) has the requisite skills and knowledge to assert the foregoing certification; and (v) has complied and shall continue to comply with all applicable requirements of Chapter 6, Article 29 of the Revised Ordinances of Honolulu 2021, as amended (Link), regarding private organizations receiving grants of public funds from the City and County of Honolulu.

Signature of Grantee (Fiscal Sponsor) Officer

Printed Name and Title: Anthony K. Shriver, Founder, Chairman and CEO

11/6/2024
Date

CERTIFICATE OF THE BOARD OF DIRECTORS NO OBLIGATIONS IN ARREARS

The undersigned of the Board ("Grantee") hereby certifies that the Grantee or any principal of the Grantee or sponsored organization (where the Grantee is a Fiscal Sponsor) is not in arrears on any financial or other obligation owed to the City & County of Honolulu, a municipal corporation of the State of Hawaii.

Robert Friedman
(Signature)

Robert Friedman
(Print name)

CERTIFICATE OF THE BOARD OF DIRECTORS AUTHORIZATION TO ASSIGN AUTHORITY

The undersigned of the Board ("Grantee") hereby certifies that Anthony K. Shriver (name), Chairman & CEO (title), has been authorized by the Board of Directors to sign proposals, contracts, and related documents on behalf of the Grantee. Accordingly, I hereby assign the authority by the Board to execute proposals, contracts, and contract amendments on behalf of the Grantee, and further certify that the assigned is given the power and authority to do all things necessary to implement, maintain, amend, or renew such contracts, including but not limited to the delegation of signing authority to another employee of the Grantee.

Robert Friedman
(Signature)

Robert Friedman
(Print name)

STATE OF ~~HAWAII~~ Florida)
CITY AND COUNTY OF ~~HONOLULU~~ MIAMI-DADE)

On this 5th day of November, 2024, before me appeared Robert Friedman, personally known to me, who, being by me duly sworn, did say that he/she is the Treasurer of Best Buddies International, Inc and that the corporation has no corporate seal, and that said instrument was signed in behalf of said corporation by authority of its Board of Directors, and said _____ acknowledged said instrument to be the free act and deed of said corporation.

Josie Hernandez Suarez
Notary Public, State of ~~Hawaii~~ FLORIDA

My Commission expires: MARCH 29, 2028

Doc. Date:_____ # Pages _____
Name:_____ ____ Circuit
Doc. Description:_____

Signature Date

NOTARY CERTIFICATION

NOTARY PUBLIC STATE OF FLORIDA
JOSIE HERNANDEZ-SUAREZ
MY COMMISSION # HH 486836
EXPIRES: March 29, 2028

SECTION II
GRANT ACTIVITY INFORMATION

A. Describe how the community need, stated problem/issue, and target population are effectively validated. The description must include how the public services' target population is vulnerable or how the arts, culture, community/economic development, or environmental activities will especially support low- to moderate-income areas.

1. Provide substantive data and other qualifying information to demonstrate how the problem/issue impacts the target population and is a community priority that needs to be addressed. *(5,000 character count limit)*

Studies by Friedman and Rizzolo (2017, 2018) indicate that, due to social and community structures, youth with intellectual and developmental disabilities (IDD) lack opportunities to be socially included and form robust social networks. Compared to nondisabled people, youth with IDD experience more loneliness, have more difficulty forming and maintaining friendships, see their friends less often, and have less close relationships with their friends.

Segregated classrooms also function as physical barriers that prevent students with IDD from forming friendships with their peers. According to the most recent data from the U.S. Department of Education, only 16.68 percent of Hawai'i students with intellectual disabilities spent most of their day in inclusive settings during the 2022-2023 school year. Lower than in 31 states, and 4.99 percent lower than the national average, this figure indicates that 83.32 percent of Hawai'i students with intellectual disabilities spend a significant part of their day separated from their typical peers.

As youth with IDD become adults and age out of the school system, they often continue to be negatively impacted by experiencing feelings of segregation, exclusion from their communities, frequent boredom, and trouble finding employment. (Merrells, Buchanan, & Waters, 2017) Conversely, when youth with IDD have friends, and are satisfied with the quality of those friendships, they are five times more likely to participate and four times more likely to perform different social roles in the community. (Friedman and Rizzolo, 2018)

Best Buddies recognizes the preferences and needs of youth with IDD for friends and supports them in developing, maintaining, and enhancing friendships. These activities increase the odds of youth with IDD having friend outcomes present by 18 times. (Friedman and Rizzolo, 2018)

B. Describe the proposed plan

1. Provide a description of the Grant Activity. This description will be used as the scope of services in the contract. Describe why you chose this Grant Activity and how it will effectively address the community's problem / need. *(3,000 character count limit)*

The Grant Activity, defined as the Best Buddies Inclusion Project, will deliver school-based programs at eight Honolulu elementary, middle, and high schools in Districts 1, 3, 5, 6, 8, and 9, engaging 150 students with and without IDD in 55 inclusive group activities during the 2025-2026 school year. The project will increase opportunities for students with IDD to be actively included in their schools and communities by addressing the social barriers and

restrictive environments that prevent social interactions and friendships between individuals with IDD and their typical peers.

Best Buddies engages and trains student volunteers with and without disabilities to lead chapters at their schools, ensuring cost-effective service delivery and capacity-building. The project will provide leadership training to 10 Honolulu student leaders, including four who will attend and benefit from the Best Buddies International Leadership Conference at Indiana University in Bloominton, Indiana in July 2026.

The project supports the mission and vision of local school complex areas and the Hawai'i Department of Education to develop resilient students who are able to accept and handle challenges that prepare them for college, career, and life; support and encourage every child to achieve their hopes and dreams in order to positively impact society; develop the social-emotional well-being of students to the fullest potential; and ensure that Hawai'i's students contribute positively to our community and global society.

Best Buddies affords the opportunity for students with IDD to have social experiences that prepare them for college or careers. For these young people, developing friendships is critical to a successful transition out of school and into the working world and community life. As a result of participation in our programs, youth with IDD gain social and leadership skills that lead to their increased sense of self-worth, employability, and independence.

Best Buddies chapters operate as school clubs that engage students in activities on-campus and in the community. Chapter members maintain regular communication, participate in leisure activities together, and attend inclusive group activities and chapter events. Best Buddies utilizes a secure, cloud-based volunteer management database to track membership, monitor friendships created, and help identify areas where additional program support is needed.

The project will effectively alleviate the devastating social isolation experienced by people with IDD, provide opportunities to develop vital social and communication skills that help them become college and career ready, and promote the engagement of adults with IDD as active, connected members of their communities. Additionally, students without disabilities learn that students with IDD have many unique strengths, talents, interests, and abilities – knowledge which makes them understand the benefits of inclusion in schools, communities, and the workplace.

2. Provide measurable outcomes, describe how outcomes are aligned with the purposes and priorities of the Grants in Aid Fund, and describe how outcomes directly benefit the target population. *(3,000 character count limit)*

Public Services should begin with a statement of the number of individuals that the Grant Activity will directly benefit during the Grant Term.

Arts, Culture, Community/Economic Development or Environment should begin with a statement as to how the Grant Activity supports the sustainable improvement in the well-being and quality of life of local communities, especially low to moderate income areas.

The project will directly benefit 150 individuals in eight Honolulu elementary, middle, and high schools by engaging them in Best Buddies school-based inclusion programs during the 2025-2026 school year. The grant activity aligns with the purposes and priorities of the Grants In

Aid fund by providing services to socially disadvantaged populations, defined as persons with disabilities, in Districts 1, 3, 5, 6, 8, and 9.

The project will deliver the following outcomes directly benefiting youth with IDD:

- Reduce social and physical barriers that prevent opportunities for youth with IDD to socialize with their typical peers by recruiting and engaging 150 students with and without IDD to participate in Best Buddies programs. This outcome is measured by the number of registered members in our volunteer management database.

- Decrease loneliness and social isolation among youth with IDD by delivering 55 inclusive social and recreational group activities. This outcome is measured by the number of activities logged in our volunteer management database.

- Create accepting school climates that increase the sense of belonging among youth with IDD by supporting Best Buddies programs at eight schools and delivering leadership training to 10 student leaders with and without disabilities. This outcome is measured by the number of active chapters and trained student leaders in our volunteer management database.

These outcomes will directly benefit persons with disabilities by allowing them to experience the benefits of friendship through regular, supported interactions with typical peers. Additionally, the project will help students without disabilities understand the benefits of inclusion, preparing them to normalize and promote the participation of persons with disabilities in schools, communities, and the workplace. The results of the project will lead to the engagement of adults with IDD as active, connected members of their communities in the long term.

3. Provide an action plan to achieve the stated measurable outcomes. If the Grant Activity involves a partnership, provide a description of each partner's role. Must include measurable milestones, specific events, or other performance measures appropriate to achieving the outcomes. *(3,000 character count limit)*

With 267 members and 23 active elementary, middle, and high school chapters in the City and County of Honolulu during the 2023-2024 school year, Best Buddies is well-positioned to achieve the stated measurable outcomes. Best Buddies staff will first conduct broad outreach to Honolulu elementary, middle, and high schools to disseminate information about Best Buddies. Staff will then work closely with special education staff, teachers, and school administrators and teachers to identify volunteer student and faculty leaders to direct and support chapter activities. This process will result in the identification of the eight schools and a minimum of five student leaders to be engaged through the project in fall, 2025.

Once identified, Best Buddies will provide leadership training in October 2025 to a minimum of five student leaders at the eight project schools, preparing them with best practices to recruit and register members and plan, deliver, and document chapter activities in the volunteer management database. Best Buddies staff will support student and faculty leaders with initial membership recruitment efforts to register a total of 50 members in Best Buddies' volunteer management database by November 30, 2025. The program manager will provide chapter leaders with resources and year-round support to deliver 55 inclusive group activities by the end of the 2025-2026 school year. The project will continue to recruit new members throughout the year.

In spring 2026, the program manager will work with chapters to identify student and faculty chapter leaders for the following 2026-2027 school year. Staff will deliver a local leadership training in April 2026 to a minimum of five additional student leaders engaged in the project. The program manager will register four Honolulu student leaders to attend the Best Buddies International Leadership Conference at Indiana University in July, 2026. The project will support conference attendance for these student leaders, who will gain leadership skills through participating in workshops, learning from keynote speakers, and networking with other chapter leaders at a global level. The conference will prepare new student leaders to disseminate their knowledge to their local chapters and successfully deliver Best Buddies programs during the 2026-2027 school year.

This project will involve partnerships with eight participating elementary, middle, and high schools, who will provide administrative support through the official recognition of Best Buddies as a school club; offer the use of school facilities for chapter meetings and activities; and assist with providing accessible transportation for participants to attend events, as needed.

4. Provide a budget narrative that explains how the budget in Section III will achieve the desired outcomes. (*3,000 character count limit)*

Best Buddies respectfully requests $85,000 from the City and County of Honolulu to provide crucial training and support to sustain and enhance chapter operations at eight schools, specifically supporting the delivery of 55 inclusive activities for program participants and leadership training for 10 student leaders, during the 2025-2026 school year. Additionally, the budget includes support for four student leaders to attend the 2026 Best Buddies International Leadership Conference.

This project will provide each chapter with program activities supplies such as welcome kits and recruitment materials to support recruitment of student volunteers. The welcome kits include supplies, tools, activities and resources to better assist student leaders and chapter advisors in facilitating lessons, planning activities and making friendship matches at school.

The budget includes partial salary support for the Director, Mission Advancement; Program Manager; and Director, State Operations, who are providing the training and support to the school chapters.

5. Provide a timeline that is complete, realistic and appropriate to achieve the desired outcomes. This timeline should also be reflected in Section IV. *(3,000 character count limit)*

October – December 2025 – Best Buddies staff conduct trainings for advisors and student officers. Staff assist student leaders and advisors in the programmatic planning of their school year and prepare them to conduct IDD awareness training for all volunteers. Staff identify and onboard the eight school-based chapters served by providing training, content, and support as they begin conducting activities. By the end of November 2025, chapters will have recruited 50 members and trained a minimum of five student leaders. Chapters deliver an average of four inclusive activities per month.

January - March 2026 – Program staff plan and promote local training, Back to Best Buddies training day, for chapter leaders. Staff work with advisors and chapter leaders to create a plan for the spring semester and continue supporting chapters through remote check-ins and in-person site visits. March is Best Buddies Month. Staff work to engage all programs and volunteers in Best Buddies month celebrations and the annual Spread the Word campaign. Member recruitment continues throughout the year. Chapters deliver an average of six inclusive activities per month.

April – June 2026 – Program staff interviews, identifies, and selects new chapter leadership for the following school year and hosts Back to Best Buddies training day, delivering leadership training to five additional student volunteers by the end of April and reaching project goal of 10 student leaders trained. Best Buddies distributes annual survey to program volunteers. Program staff prepare and register four Honolulu student leaders to attend the Best Buddies International Leadership Conference in July 2026. Chapters register additional members and deliver an average of six inclusive activities per month.

July – September 2026 – Best Buddies staff members, student leaders and chapter advisors attend the annual Best Buddies International Leadership Conference at Indiana University in Bloomington, IN. Attendees include four Honolulu student leaders, who participate in leadership training, networking opportunities, and workshops delivered by Best Buddies staff and experts in the disability services field. Student leaders return home and finalize planning chapter activities for the 2026-2027 school year.

C. Provide evidence of the agency's ability to perform the proposed grant activity through past performance, current capacity and/or plan to acquire the capacity to perform.

1. Provide data that demonstrates proven success in offering the same, similar, or related activities to achieve the proposed outcomes. *(3,000 character count limit)*

Best Buddies International, Inc. has 35 years of experience demonstrating proven success in delivering school and community-based programs that allow individuals with and without IDD to regard each other as peers who have individual strengths, talents, abilities, and interests.

Founded in 1989, Best Buddies first hired local staff and established our Hawai'i state office in 2008. Since then, Best Buddies has engaged over 5,000 individuals in our Hawai'i programs and currently supports 35 chapters at four elementary schools, 12 middle schools, 19 high schools, and five colleges in Maui County and on Oahu, positively impacting the lives of 50,000 people by delivering friendship and leadership opportunities for people with IDD.

Best Buddies' unique program model has been proven effective by numerous studies in creating opportunities for students with IDD to be socially included in their school communities. An independent evaluation concluded that adolescents with IDD involved in one-to-one friendships through Best Buddies showed "lower frequencies of peer victimization, better adaptive behavior, higher levels of self-esteem, and fewer psychological symptoms" than those not matched in the program. In addition, the same evaluation concluded that: "'Best Buddy' relationships were similar to friendships with best friends, with additional levels of support, nurturing and 'scaffolding' in skill development." (Prinstein and Aikins, 2005)

The Center for Evaluation and Policy at Indiana University cited Best Buddies as an "exemplary model" in promoting interaction between students with and without disabilities in a

2008 report, and Best Buddies has been identified as such a Peer-Mediated Instruction & Intervention evidence-based practice that supports inclusion. (Steinbrenner et al, 2020)

Participation in Best Buddies has been proven beneficial to our members, as evidenced by results from the 2023 Best Buddies Annual Survey, which indicate that 88 percent of Hawai'i middle school and high school participants would recommend participation in Best Buddies to others, and 88 percent of those participants reported that they are satisfied with their experiences in Best Buddies.

2. Describe the applicant's capacity to successfully achieve the proposed outcomes.
OR
Provide a plan to acquire the capacity to successfully achieve the proposed outcomes (including how the applicant has acquired similar capacity in the past).

Responses should include organizational knowledge, staffing, fiscal resources, facilities and other resources, stakeholders and relationships, and other relevant resources. *(3,000 character count limit)*

Headquartered in Miami, FL, Best Buddies International, Inc. possesses the capacity to successfuly achieve the proposed outcomes by providing our Hawai'i office with administrative and operations support such as human resources and payroll, insurance, accounting, finance, legal needs, graphic design, professional development, volunteer training, and program materials to ensure our Hawai'i staff can provide high-quality service to our program participants and ensure contract requirements are met.

Two local staff will deliver the project with support from a member of the national team. Our local staff are critical to the delivery of the project as they manage the carefully cultivated partnerships we have built with 23 schools in the City and County of Honolulu since establishing our local office. Our local staff possess a depth of knowledge about the communities we serve, and consistently work to broaden their reach to deliver and generate support for Best Buddies programs. Volunteers, without whom Best Buddies programs would not exist, also provide crucial support through participating in programs, serving on committees, attending signature special events, and connecting Best Buddies with individuals and corporations who provide key resources for programs.

Director of Mission Advancement Elizabeth Mahoe has been a dedicated Best Buddies staff member since 2012. With years of experience directly delivering Best Buddies programs, she is now responsible for strengthening Best Buddies' volunteer network throughout Hawai'i, developing events, securing grant opportunities, managing staff, advisory boards and associated volunteer committees, and providing effective leadership and community engagement. Elizabeth previously supported at-risk youth and inpatient and outpatient children in a hospital setting. As a mother of two children with disabilities, Elizabeth is committed to ensuring opportunities for individuals with IDD.

Program Manager Celine Arnobit provides direct program support, collaborating with chapter leaders to manage a dedicated volunteer base, ensuring an inclusive and engaging experience for all participants. Celine works with program participants to provide resources, support, and information to effectively deliver programs. She organizes and hosts trainings and engagement opportunities to ensure strong member recruitment and chapter participation in statewide initiatives. Celine is a former Instructional Coach and Teacher at DreamHouse 'Ewa Beach Public Charter School, an Americans with Disabilities Act Notetaker, and a Registered Behavior Technician.

Director Megan Moye oversees state operations for Hawai'i, providing strategic management and support to ensure the successful delivery of inclusive programs. With a focus on building and nurturing strong partnerships, Megan uses her expertise in strategic growth to work closely with program and volunteer teams to enhance organizational impact and community engagement.

D. Describe the applicant's sustainability and/or additional long-term benefit to the community

1. Provide a plan for sustaining and / or expanding activities beyond the applicable grant period. *(2,000 character count limit)*

To sustain and expand activities beyond the grant period, it will be necessary for Best Buddies to develop diverse public and private sources of revenue. Our staff is prepared to increase our efforts to secure funding from corporate and individual donations, foundation and government grants, and special event revenue. The Best Buddies in Hawai'i advisory board will assist in generating community support and gaining new volunteers through their own networks and through events such as the Best Buddies Friendship Walk. Our Hawai'i office will take advantage of any opportunities to participate in Best Buddies partnerships with corporations and foundations at a national level. Additionally, Best Buddies will continue to investigate opportunities to partner with Hawai'i agencies and like-minded non-profit organizations in the disability service field to disseminate information and grow our programs.

Our committed local staff members are backed by Best Buddies International, Inc, which has are prepared to increase efforts to generate new and diverse sources of revenue for the project and sustain the delivery of inclusion services for students with IDD beyond the grant period. Director Megan Moye and other national Best Buddies staff will assist with these efforts by supporting special event initiatives and applying for any available foundation or government grants.

2. Describe the applicant's capacity and resources to carry out the above plan (staffing, funding, etc.) beyond the grant period. *(2,000 character count limit)*

Best Buddies is adequately staffed, funded, and committed to carry out the above plan and continue services beyond the grant period. Once a chapter is established, our staff considers that chapter to be a permanent addition to our programs, and continually prepares to sustain and grow that chapter into its next programmatic year. It is ideal for two staff members to support our local programs, however should a program manager staff vacancy occur, Elizabeth Mahoe will assume direct service responsibilities while Best Buddies recruits and selects candidates for the open position. Should a director, mission advancement vacancy occur, Megan Moye would perform the duties of the role.

The project will provide long-term benefit to persons with disabilities as participants enter adulthood. A 2018 study by Bigby and Wesel observed social encounters between adults with IDD and typical adults in the community noted that interactions were superficial and brief, without authentic recognition between the individuals. Interactions experienced by individuals with IDD were exclusionary, being met with "impatience, fear, condescending remarks, or actions that singled them out as not fully belonging or welcome in the community." The most commonly observed interactions between people with IDD and typical community members

was a complete absence of recognition or acknowledgement between individuals. Interview responses indicated that typical individuals who avoided interacting with persons with IDD felt worried about their own discomfort, or unprepared to interact.

As typically developing youth get to know their disabled peers, learn different methods of communication, and become actively accepting of people with disabilities, the project will normalize actions and behaviors that support their participation and recognize their contibutions, challenging the status quo of social, community, and physical structures that exclude this population.

E. No CITY funds or assistance.
The highest consideration will be given to applicants that do not receive other funding or any form of assistance from the CITY. While applicants that receive other funding or assistance from the CITY may apply for Grants in Aid funding, the extent of funding or assistance already received in relation to services provided must be considered prior to awarding Grants in Aid funds.

A percentage of the sub-total criteria points will be awarded to Grantees based on the criteria below and the information about past funding / assistance from the CITY that follows.

The applicant has received no award from the CITY within the last 3 years.	**10%**
The applicant has received 1-2 awards from the CITY within the last 3 years.	**7%**
The applicant has received 3-5 awards from the CITY within the last 3 years.	**5%**
The applicant has received between 6-9 awards from the CITY within the last 3 years.	**3%**
The applicant has received 10 or more awards from the CITY within the last 3 years.	**0%**

GRANTEE RECEIPT OF CITY GRANTS

Identify all CITY grants received by Grantee (or Fiscal Sponsor) in the last three (3) years. Information will be verified by the CITY.

1. Grant Activity Name & Contract #: _____
   Grant Period: _____ Grant Amount: _____
   Grant Purpose: _____
   Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
   Administrating Division: _____

2. Grant Activity Name & Contract #: _____
   Grant Period: _____ Grant Amount: _____
   Grant Purpose: _____
   Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
   Administrating Division: _____

3. Grant Activity Name & Contract #: _____
   Grant Period: _____ Grant Amount: _____
   Grant Purpose: _____
   Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
   Administrating Division: _____

4. Grant Activity Name & Contract #: _____
   Grant Period: _____ Grant Amount: _____
   Grant Purpose: _____
   Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled

E. Age Friendly Honolulu (Complete only if applying for the bonus points)
Consideration is to be given to applicants that incorporate the vision and goals of the Age-Friendly Honolulu Program (as codified in ROH Chapter 2, Article 22), including but not limited to (1) enabling residents of all ages to actively participate in activities that keep them socially engaged, healthy, and active; and (2) removing barriers to inclusion for and providing support services to vulnerable residents and/or have physical limitations.

If awarded bonus points for being an Age-Friendly Honolulu project, the Grantee will be subject to additional reporting requirements, including but not limited to name, age, and physical location of seniors being served by the project.

To be eligible for the bonus points as an Age-Friendly Honolulu project an organization must demonstrate the proposal aligns with Age-Friendly Honolulu's priorities by completing the following TWO steps:

1) Go the following website https://www.hiphi.org/age-friendly-honolulu/ to access an Age-Friendly Honolulu training video. The video should be watched by at least one (1) person from the non-profit organization in a leadership position (Executive Director, Administrator, or equivalent). This video will define an "age-friendly city" and explain what types of projects align with the Age-Friendly Honolulu Vision.

2) Complete the section below by selecting which Age-Friendly Honolulu category best fits the activities of your organization and providing a brief description of how your proposal is an Age-Friendly Honolulu project.

☐ Enabling Residents of all ages to actively participate in activities that keep them socially engaged, healthy, and active, particularly at the oldest ages

☐ Providing Kupuna with meaningful roles in the community, including mentors, volunteers, or through intergenerational programming

☐ Removing barriers to support community inclusion and accessibility for persons of all abilities.

3) How is your proposal an Age-Friendly Honolulu Project and explain how your organization can meet the additional reporting requirements if awarded? *(2,000 character count limit)*

APPENDIX A: TIER II GRANT PROPOSAL (Grants $25,000 to $150,000)
SOLICITATION NO. RGP-DCS-GIA2026

Instructions: The proposal below must be completed in full. Responses must be provided in the fillable boxes provided. Where annotated, the fillable boxes have predetermined maximum limits on character counts. Letters, numbers, punctuation marks, and spaces are included in the character count limits.

SECTION I
SUMMARY

A. Grantee Legal Name:	Big Brothers Big Sisters Hawaii, Inc.
B. Is Grantee a Fiscal Sponsor?	☐ Yes ☒ No
C. Grant Activity Name:	Mentoring for Mental Health

D. Briefly describe the Grantee's background, history (including year established), and mission. *(400 character count limit)*

As Hawai'i's most recognizable and successful mentoring agency, Big Brothers Big Sisters Hawai'i has been leading the way in providing evidence-based prevention programs for youth throughout the state since 1963. Our mission is to build and support one-to-one relationships to ignite the biggest possible futures for Hawai'i's youth. Each year we serve youth, parents, and volunteers across the state by facilitating one-to-one mentoring programs in schools and in the community.

E. Briefly describe the Grant Activity and public need being filled. *(400 character count limit)*

Our main strategy and grant activity to improve mental health is to pair at-risk youth ages 6-18 in one-to-one mentoring friendships with positive role models, and to support each pair with professional coaching to ensure positive outcomes. By pairing these youth in mentoring relationships – and having our team of case managers support each one-to-one pair throughout the duration of their relationship – we help children and teens improve mental health and behavioral outcomes, and succeed in school; which in-turn, creates a stronger island community.

F. Briefly summarize Grant Activity outcomes and measures of success, including number and description of those served. *(400 character count limit)*

Big Brothers Big Sisters Hawai'i will support 150 youth facing mental health challenges on O'ahu through one-to-one mentoring programs. After one year in the program, 90% of children surveyed will show improvement in one areas of mental health, including reduced anxiety and depression and increased confidence and trust.

G. Council District **Check all districts that will benefit from the Grant Activity. Provide the amount requested per district. Amounts must be in <u>whole</u> numbers only.**		
☒ District 1 16,045	☒ District 2 $16,045	☒ District 3 $16,045
☒ District 4 $16,045	☒ District 5 $16,045	☒ District 6 $16,045
☒ District 7 $16,045	☒ District 8 $16,044	☒ District 9 $16,044
Total Amount Requested (must be $25,000 to $150,000)	$144,403	

H. Type of Grant Activity (pick <u>ONE</u> category that best reflects the Grant Activity):		
1. Public Services: Projects in this category will support qualified public services and programs for the target populations deemed by the CITY to be most vulnerable.		
☐ A. Public Service – Seniors	☒ B. Public Service - Children	☐ C. Public Service - Disabilities
☐ D. Public Service – Homeless	☐ E. Public Service – Domestic Violence	☐ F. Public Service – Substance Abuse
☐ G. Public Service – Mental Health	☐ H. Public Service – Other (describe):	
2. Arts, Culture, Community/Economic Development, and the Environment: Projects in this category will support the sustainable improvement in the well-being and quality of life of local communities, especially low- to moderate income areas.		
☐ A. Arts	☐ B. Culture	☐ C. Community Development
☐ D. Economic Development	☐ E. Environment	

GRANTEE'S CERTIFICATION AND SIGNATURE

The undersigned, subject to personal liability and penalty under applicable law, certifies that he or she: (i) is authorized to sign this Grant Proposal; (ii) personally prepared or reviewed the matters found in this Grant Proposal (including any related documents/attachments); (iii) asserts all statements made in this Grant Proposal (including all attachments) are true, accurate and complete; (iv) has the requisite skills and knowledge to assert the foregoing certification; and (v) has complied and shall continue to comply with all applicable requirements of Chapter 6, Article 29 of the Revised Ordinances of Honolulu 2021, as amended (Link), regarding private organizations receiving grants of public funds from the City and County of Honolulu.

CERTIFICATE OF THE BOARD OF DIRECTORS NO OBLIGATIONS IN ARREARS

The undersigned of the Board ("Grantee") hereby certifies that the Grantee or any principal of the Grantee or sponsored organization (where the Grantee is a Fiscal Sponsor) is not in arrears on any financial or other obligation owed to the City & County of Honolulu, a municipal corporation of the State of Hawaii.

(Signature)

JARED KASHIWABARA
(Print name)

CERTIFICATE OF THE BOARD OF DIRECTORS AUTHORIZATION TO ASSIGN AUTHORITY

The undersigned of the Board ("Grantee") hereby certifies that JARED KASHIWABARA (name), VICE CHAIR (title), has been authorized by the Board of Directors to sign proposals, contracts, and related documents on behalf of the Grantee. Accordingly, I hereby assign the authority by the Board to execute proposals, contracts, and contract amendments on behalf of the Grantee, and further certify that the assigned is given the power and authority to do all things necessary to implement, maintain, amend, or renew such contracts, including but not limited to the delegation of signing authority to another employee of the Grantee.

(Signature)

JARED KASHIWABARA
(Print name)

STATE OF HAWAII)
CITY AND COUNTY OF HONOLULU)

On this 20th day of November, 2024, before me appeared Jared Kashiwabara, personally known to me, who, being by me duly sworn, did say that he/she is the grantee of Big Brothers Big Sisters Hawaii and that the corporation has no corporate seal, and that said instrument was signed in behalf of said corporation by authority of its Board of Directors, and said grantee acknowledged said instrument to be the free act and deed of said corporation.

Notary Public, State of Hawaii

My Commission expires: APR 2 3 2027

MAY LU NOTARY PUBLIC No. 23-138 STATE OF HAWAII

Doc. Date: 11/20/24 # Pages 4
Name: May Lu 1st Circuit
Doc. Description: Appendix A tier II Grant proposal

Signature Date 11/20/24

NOTARY CERTIFICATION

SECTION II
GRANT ACTIVITY INFORMATION

A. Describe how the community need, stated problem/issue, and target population are effectively validated. The description must include how the public services' target population is vulnerable or how the arts, culture, community/economic development, or environmental activities will especially support low- to moderate-income areas.

1. Provide substantive data and other qualifying information to demonstrate how the problem/issue impacts the target population and is a community priority that needs to be addressed. *(5,000 character count limit)*

In the 2021 Surgeon General's Advisory on Youth Mental Health, the U.S. Surgeon General, Dr. Vivek Murthy, highlighted alarming trends regarding the mental health of young people in the United States, noting the following key statistics:

- 1 in 3 adolescents (ages 13-18) reported feeling persistent sadness or hopelessness in 2019. This reflects a 40% increase in the past decade and has only been increasing since the pandemic.
- Mental health disorders among children and adolescents are rising. In particular, depression among youth increased by 30% from 2016 to 2020. Suicide is now the second leading cause of death among people aged 10-24.
- The COVID-19 pandemic led to a substantial rise in anxiety, depression, and suicidal thoughts among youth, exacerbated by isolation, loss of routine, and fears about the future. Over 40% of high school students in the U.S. reported feeling sad or hopeless during the pandemic, with 20% seriously considering suicide. These numbers are still rising.

The advisory highlighted that more than 70% of youth who need mental health services do not receive the necessary care. What is even more concerning, particularly in Hawaii, is that racial and ethnic disparities in mental health care still persist, with Black, Indigenous, and People of Color (BIPOC) youth facing significant barriers to mental health care access due to a variety of factors, including cultural stigma and lack of culturally competent care (U.S. Department of Health and Human Services (2021).

Youth mental health issues are prevalent, multifaceted, and growing. Key contributors include anxiety, depression, stress from social media and academic pressures, and the impact of recent global events like the COVID-19 pandemic. Addressing these challenges requires improving access to care, reducing stigma, and supporting youth through prevention and early intervention strategies.

According to the Surgeon General's Advisory, the three most critical factors to youth mental health are 1) relationships, 2) safe neighborhoods, and 3) social & economic backgrounds. Two of these factors - where youth live and what their background is - can be difficult or impossible for nonprofit organizations to change. However, the one

factor that can be most readily improved is the one that the Surgeon General considers most important: relationships. This is our specialty.

Big Brothers Big Sisters Hawaii's main strategy to improve mental health is to use its proprietary evidence based model, pairing at-risk youth ages 6-18 in one-to-one mentoring relationships with a positive role model. Our programs are ongoing and the youth we serve come from a variety of circumstances, but the majority are growing up either in poverty, with a single-parent or grandparent, or have past history of trauma/adverse childhood experiences. These youth are statistically more at-risk for various negative mental health outcomes throughout their lives.

By pairing these youth in mentoring relationships – and having our team of case managers support each one-to-one pair with individualized support throughout the duration of their relationship, we help children and teens improve mental health, behavioral outcomes, and succeed in school, which in-turn, creates a stronger island community.

Young people are struggling – they need access to positive relationships and meaningful opportunities. Mentorship is a key strategy for empowering young people who need us most now—and for building healthier, happier, and more equitable communities tomorrow.

B. Describe the proposed plan

1. Provide a description of the Grant Activity. This description will be used as the scope of services in the contract. Describe why you chose this Grant Activity and how it will effectively address the community's problem / need. *(3,000 character count limit)*

Our main strategy and grant activity to improve mental health is to pair at-risk youth ages 6-18 in one-to-one mentoring friendships with positive role models, and to support each pair with individualized, professional coaching to ensure positive outcomes. Our programs are ongoing and the youth we serve come from a variety of circumstances, but the majority are growing up either in poverty, with a single-parent or grandparent, or have past history of trauma/adverse childhood experiences. These youth are statistically more at-risk for various negative mental health outcomes throughout their lives. By pairing these youth in mentoring relationships – and having our team of case managers support each one-to-one pair throughout the duration of their relationship, we help children and teens improve mental health and behavioral outcomes, and succeed in school; which in-turn, creates a stronger island community.

We chose this grant activity in particular because mentoring provides targeted support and guidance to individuals from marginalized or underrepresented groups. Mentors serve as role models who demonstrate that success is achievable despite challenges related to race or ethnicity. Through consistency, encouragement, constructive feedback, and belief in their mentees' potential, mentors help build confidence and self-efficacy in mentees, empowering them to pursue their goals ambitiously. Mentors also advocate for their mentees, helping to create opportunities for advancement, fair

treatment, and recognition of talent and potential regardless of race or ethnicity. Additionally, mentors can provide access to professional networks, resources, and opportunities that might otherwise be inaccessible to individuals from racial or ethnic minorities. This exposure can help mentees learn about career paths, job openings, and educational opportunities they might not have been aware of.

2. Provide measurable outcomes, describe how outcomes are aligned with the purposes and priorities of the Grants in Aid Fund, and describe how outcomes directly benefit the target population. *(3,000 character count limit)*

Public Services should begin with a statement of the number of individuals that the Grant Activity will directly benefit during the Grant Term.

Arts, Culture, Community/Economic Development or Environment should begin with a statement as to how the Grant Activity supports the sustainable improvement in the well-being and quality of life of local communities, especially low to moderate income areas.

With the support of the City and County of Honolulu, Big Brothers Big Sisters Hawai'i will support 150 at-risk youth on O'ahu with one-to-one mentoring programs, resulting in improved outcomes for these youth facing mental health challenges.

We will also support 150 volunteer mentors through individualized training, coaching and support.

Finally, we will support a minimum of 150 parental guardians through trainings and other wrap-around support for the various needs our families arefacing

Therefore, this project will support 450 individuals directly, with an estimated additional 450 individuals served indirectly (teachers, classmates, family members) by the positive ripple effect of mentoring programs, for a total of +900 individuals served through this project.

To measure program impact Big Brothers Big Sisters Hawai'i will use a nationally-accepted pre/post test known as the Youth Outcomes Survey. This tool measures improvement in social acceptance, scholastic competency, educational expectations, grades, truancy, parental trust and attitudes towards high risk behaviors such as drug and alcohol use, violence towards others, and skipping school. Children will complete this survey upon enrollment and after each subsequent year in the program.

The goal is that after one year in the program, 90% of children surveyed will show improvement in one or more areas of mental health. These outcomes align with the priorities of the Grant-in-Aid by improving life for Hawaii's most vulnerable youth and families. This project directly benefits the target population by reducing social isolation and lonliness and decreasing anxiety and depression. Youth will also feel that they have at least one trusted adult, which will increase confidence, happiness, and security, leading to a host of positive health-related outcomes thorughout their lives.

3. Provide an action plan to achieve the stated measurable outcomes. If the Grant Activity involves a partnership, provide a description of each partner's role. Must include measurable milestones, specific events, or other performance measures appropriate to achieving the outcomes. *(3,000 character count limit)*

Big Brothers Big Sisters Hawai'i will support 150 at-risk children and 150 volunteer mentors over the course of twelve months with support from the City and County of Honolulu.

Our proprietary evidence-based approach to mentoring has been at the core of Big Brothers Big Sister Hawai'i since our founding in 1963. The activities we focus on that ensure our program's success are 1) creating mentor/mentee matches that have the greatest potential, 2) providing individualized support, and 3) working with the youth to ensure they have a plan for their growth.

To do this we start by, we recruiting volunteer mentors through television, radio, print, and social media advertising, as well as tabling community events, and speaking engagements to community and social clubs. When a volunteer signs up to mentor, our team conducts orientation sessions, interviews, reference checks, background screenings, and four hours of training for each volunteer prior to the volunteer being accepted to the program and matched to a youth. This is an ongoing process that happens every week. Our team also receives youth referrals and does an intake with the child and parent/guardian. This helps us to find a mentor that will meet the needs of the youth.

Once a match is made, the mentor and mentee meet for activities arranged by our staff for one to two times a month as well as for activities on their own. Each individual is assigned to a Case Manager who connects with the mentor, mentee and Parent/Guardian monthly to help guide the relationship, set goals based on the needs of the child, monitor the safety of the child, continue mentor-and-parent training sessions, and assess outcomes for the child.

Each month we send a newsletter to all parents that includes mental, behavioral, and medical health tips, fun activities they can do with their children to increase engagement and communication, and valuable information about health providers, insurance, and community health resources. Depending on individual needs, we also provide resources n for child care assistance, rental assistance, nutritional assistance, job assistance, utility assistance, banking assistance, medical health), behavioral health services, support groups, academics support, and other preventive measures that allow young people safe places to express their needs with trained mental health professionals.

At the end of the year we measure the impact of our mentoring program through a pre-test/post-test outcome survey. This survey measures academic performance, educational expectations, emotional regulation, family connectedness, school connectedness, social competence, depressive symptoms, and risky behaviors. We also collect qualitative feedback through weekly case management meetings with parents, volunteers, and youth. All data is stored in a highly secure online database,

so our staff can monitor progress and ensure each mentoring match is meeting their goals.

We collaborate with agencies, organizations and schools across the state to serve needy families and recruit volunteers. In addition, we partner with large for-profit corporations to host events, fundraisers, and charity-of-choice events. These partnerships allow us to deliver a spectrum of service to families in-need, provides our staff and leadership with support, and helps us raise funding in times of need.

4. Provide a budget narrative that explains how the budget in Section III will achieve the desired outcomes. *(3,000 character count limit)*

Big Brothers Big Sisters Hawai'i does not receive any direct funding from Big Brothers Big Sisters of America. We are responsible for raising all money required to support our organization and 100% of funds we raise stays in Hawai'i to support local youth and mentors.

The majority of our budget covers staff salary and benefits, as well as contractual accounting and grant management functions. Case Managers are the core of our program and are responsible for identifying, recruiting, screening, enrolling, training and matching children and volunteers. Their professional expertise is ongoing as they continue to support and guide each mentor, child, and guardian for the duration of the mentoring relationship. Having Case Managers who are trained to support the unique development of each one-to-one friendship sets Big Brothers Big Sisters Hawaii apart from other child-serving and mentoring organizations, and increases the likelihood of multiple positive educational, socio-emotional and behavioral outcomes.

The remaining funds requested will cover indirect costs (such as occupancy, etc.) and telecommunications (internet, cell phones, etc.), which is required to successfully facilitate mentoring program administration.

5. Provide a timeline that is complete, realistic and appropriate to achieve the desired outcomes. This timeline should also be reflected in Section IV. *(3,000 character count limit)*

We facilitate one-to-one mentoring relationships on an ongoing basis. Each mentor and mentee follow an individualized outcome plan and timeline, and may enroll in the program at any time of the year. Below is a typical timeline of activities:

Oct 2025: Staff work with referral sources such as non-profits, youth serving organizations, counselors, teachers, therapists, and community partners to identify youth who may benefit from the program. They meet with interested youth and their parent/guardian to interview, screen, survey, collect data, and enroll mentees onto our waiting list. Youth complete a baseline measurement survey to use for program evaluation once they are officially enrolled in the program. Case Managers simultaneously interview, screen, collect data, and enroll community volunteers into our mentor waiting list. Our team of Enrollment & Matching Specialists pair mentors

and mentees based on compatible personalities and interests, gender, geographic locations, preferences and goals.

November 2025 - MATCH DAY! Mentors and mentees meet for the first time, with a member of our staff on hand to make it a fun and facilitated event. This is an incredibly exciting day, and often one that the child and mentor have been talking about for months and remember for years! Although the recruitment, training and matching process will happen throughout the entire project, the bulk will happen between October and December 2025.

Ongoing: Mentors and mentees meet on their own time – either virtually or in person – throughout the month. Activities may be anything agreed upon by the pair (as well as the child's guardian), and are usually individual to each pair's shared interests. Mentors, mentees, and parents receive comprehensive mentoring support from staff through phone calls, emails, video chat and/or in-person visits. All information is entered into a secure database. Monthly follow-ups are recorded in the database to track completion and timeliness.

Ongoing: Our agency will coordinate volunteer and parent workshops to increase the length and quality of relationships, support participants and increase engagement. We plan to hold at least four volunteer workshops and at a minimum two parent workshops. Additionally, we collaborate with businesses and organizations to facilitate activities for participants. Our staff also engages with parents, guardians, and volunteers through workshops, outreach events and career exploration activities.

Sep 2026: Youth complete a Youth Outcomes Survey at the start of the program and annually at the end of the grant period. Our staff and leadership review survey results to confirm that mentoring is effective and to adjust services where necessary.

C. Provide evidence of the agency's ability to perform the proposed grant activity through past performance, current capacity and/or plan to acquire the capacity to perform.

1. Provide data that demonstrates proven success in offering the same, similar, or related activities to achieve the proposed outcomes. *(3,000 character count limit)*

Big Brothers Big Sisters Hawaii has 61 years of successful experience serving at-risk youth through the exact one-to-one mentoring program described in this proposal. We collect data in a secure online database which allows our team to track progress and analyze program impact in real time, over decades. In 2023,100% of youth served indicated they were less lonely, less depressed, less anxious, happier or had shown improvement in another area of social-emotional health, academics, and/or avoidance of risky behaviors.

We also have long-term data to show that our program helps youth reach their fullest potential throughout their lives. In a Harris Interactive study of adults who participated in Big Brothers Big Sisters mentoring programs as a child, 90% reported that their relationship with a mentor helped them make healthier choices through childhood and

adult life, 81% changed their perspective on what they thought possible because of a mentor, and 77% set higher goals than they would have on their own. Mentoring helps put youth on the path to a happier – and healthier – future. Half agreed that a mentor kept them from dropping out of high school, participants were twice as likely to attain a four-year degree as compared to their parents, and many any became responsible citizens and active members of their community as nearly half (52%) volunteer in the community; almost a third (29%) hold some type of leadership position in a community group; and a quarter (22%) have participated in a service program like AmeriCorps.

These evidence-based data indicate that our organization will be successful in fulfilling this same grant activity for this contract.

2. Describe the applicant's capacity to successfully achieve the proposed outcomes.
OR
Provide a plan to acquire the capacity to successfully achieve the proposed outcomes (including how the applicant has acquired similar capacity in the past).

Responses should include organizational knowledge, staffing, fiscal resources, facilities and other resources, stakeholders and relationships, and other relevant resources. *(3,000 character count limit)*

Organizational Knowledge: Big Brothers Big Sisters Hawaii has demonstrated the capacity to successfully achieve positive outcomes for youth through our long history of service in Hawai'i over the last 61 years. In that time, we have successfully served more than 10,000 individuals and their families. Our programs are also built upon Big Brothers Big Sisters of America's research-driven service delivery model, serving millions of at-risk youth across the country each day.

Staffing: President / CEO, Tyler Kurashige, has a graduate degree in public administration with a focus in non profit management. He began with Big Brothers Big Sisters Hawaii in 2006 as an intern, and then as a Case Manager working direclty with youth and families. Over the past 18 years, he has held a variety of positions within the organization, including Program Director and Chief Operations Officer. Supporting Tyler is a solid team of 22 staff members. All Case Managers are required to have at least a four-year degree in a social science or have a four-year degree plus extensive experience in a social service setting. In addition, all Case Managers undergo multiple trainings each year in order to provide high-quality match support and training to children and mentors.

Fiscal Resources: We have more than a six-month reserve, with investment funds to provide short- and long-term stability.

Facilities: We are currently in the process of purchasing a headquarters on O'ahu, which will allow our organization to serve more youth directly within our most-needed communities.

Stakeholders: Our agency is led by a volunteer Board of Directors comprised of 20-25 diverse community members. The Board of Directors is responsible for setting policies, direction, and goals, developing resources, and monitoring the fiscal status and activities of the organization. Directors are professionals in the diverse fields of marketing, publishing, banking, law, operations, airline, and travel, representing a wide spectrum of professional and community expertise.

D. Describe the applicant's sustainability and/or additional long-term benefit to the community

1. Provide a plan for sustaining and / or expanding activities beyond the applicable grant period. *(2,000 character count limit)*

Big Brothers Big Sisters Hawaii is on the precipice of incredible growth. We are currently in the process of purchasing a headquarters on O'ahu, which will provide the capacity for our organization to sustain and expand activities in the long-term. The headquarters will be a transformative space for at-risk children in the City & County of Honolulu, offering a safe, supportive environment where mentorship and growth can flourish. This center will serve as a hub for enriching activities, providing mentors and their mentees with opportunities to strengthen their relationships. It will be more than a building—it's a commitment to the community, giving children access to critical resources and stable, supportive relationships.

As we are currently in the process of a capital campaign with many of our annual donors and funders, we are in need of this grant from the City & County of Honolulu supporting traditional mentoring so we can continue running program operations without interruption.

2. Describe the applicant's capacity and resources to carry out the above plan (staffing, funding, etc.) beyond the grant period. *(2,000 character count limit)*

We have both the fiscal capacity and staffing capacity to carry out the above plan. We have currently raised 50% of our capital campaign budget and are on-track to raise the remaining 50% within the next year. We have also recently hired a COO to help manage this additional project so the remainder of staff can focus on our most important goal: fulfilling our mission of providing mentoring to Hawaii's most in-need youth.

E. No CITY funds or assistance. The highest consideration will be given to applicants that do not receive other funding or any form of assistance from the CITY. While applicants that receive other funding or assistance from the CITY may apply for Grants in Aid funding, the extent of funding or assistance already received in relation to services provided must be considered prior to awarding Grants in Aid funds. A percentage of the sub-total criteria points will be awarded to Grantees based on the criteria below and the information about past funding / assistance from the CITY that follows.	
The applicant has received no award from the CITY within the last 3 years.	**10%**
The applicant has received 1-2 awards from the CITY within the last 3 years.	**7%**
The applicant has received 3-5 awards from the CITY within the last 3 years.	**5%**
The applicant has received between 6-9 awards from the CITY within the last 3 years.	**3%**
The applicant has received 10 or more awards from the CITY within the last 3 years.	**0%**

GRANTEE RECEIPT OF CITY GRANTS

Identify all CITY grants received by Grantee (or Fiscal Sponsor) in the last three (3) years. Information will be verified by the CITY.

1. Grant Activity Name & Contract #: _____
   Grant Period: _____ Grant Amount: _____
   Grant Purpose: _____
   Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
   Administrating Division: _____

2. Grant Activity Name & Contract #: _____
   Grant Period: _____ Grant Amount: _____
   Grant Purpose: _____
   Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
   Administrating Division: _____

3. Grant Activity Name & Contract #: _____
   Grant Period: _____ Grant Amount: _____
   Grant Purpose: _____
   Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
   Administrating Division: _____

4. Grant Activity Name & Contract #: _____
   Grant Period: _____ Grant Amount: _____
   Grant Purpose: _____
   Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled

E. Age Friendly Honolulu (Complete only if applying for the bonus points)
Consideration is to be given to applicants that incorporate the vision and goals of the Age-Friendly Honolulu Program (as codified in ROH Chapter 2, Article 22), including but not limited to (1) enabling residents of all ages to actively participate in activities that keep them socially engaged, healthy, and active; and (2) removing barriers to inclusion for and providing support services to vulnerable residents and/or have physical limitations.

If awarded bonus points for being an Age-Friendly Honolulu project, the Grantee will be subject to additional reporting requirements, including but not limited to name, age, and physical location of seniors being served by the project.

To be eligible for the bonus points as an Age-Friendly Honolulu project an organization must demonstrate the proposal aligns with Age-Friendly Honolulu's priorities by completing the following TWO steps:

1) Go the following website https://www.hiphi.org/age-friendly-honolulu/ to access an Age-Friendly Honolulu training video. The video should be watched by at least one (1) person from the non-profit organization in a leadership position (Executive Director, Administrator, or equivalent). This video will define an "age-friendly city" and explain what types of projects align with the Age-Friendly Honolulu Vision.

2) Complete the section below by selecting which Age-Friendly Honolulu category best fits the activities of your organization and providing a brief description of how your proposal is an Age-Friendly Honolulu project.

☐ Enabling Residents of all ages to actively participate in activities that keep them socially engaged, healthy, and active, particularly at the oldest ages

☐ Providing Kupuna with meaningful roles in the community, including mentors, volunteers, or through intergenerational programming

☐ Removing barriers to support community inclusion and accessibility for persons of all abilities.

3) How is your proposal an Age-Friendly Honolulu Project and explain how your organization can meet the additional reporting requirements if awarded? *(2,000 character count limit)*

Proposal 14

APPENDIX A: TIER II GRANT PROPOSAL (Grants $25,000 to $150,000)
SOLICITATION NO. RGP-DCS-GIA2026

Instructions: The proposal below must be completed in full. Responses must be provided in the fillable boxes provided. Where annotated, the fillable boxes have predetermined maximum limits on character counts. Letters, numbers, punctuation marks, and spaces are included in the character count limits.

SECTION I
SUMMARY

A. Grantee Legal Name:	Bishop Museum
B. Is Grantee a Fiscal Sponsor?	☐ ~~Yes~~ ☒ **No**
C. Grant Activity Name:	Native Ecosystem Restoration Community Engagement Center at Bishop Museum

D. Briefly describe the Grantee's background, history (including year established), and mission. *(400 character count limit)*

Founded in 1889, Bishop Museum preserves and celebrates Hawai'i's natural and cultural heritage. Established by Charles Reed Bishop in honor of his wife, Princess Bernice Pauahi Bishop, it houses extensive collections of cultural objects, historical documents, and scientific specimens. Its mission is to inspire and promote understanding of Hawai'i's rich history, culture, and environment.

E. Briefly describe the Grant Activity and public need being filled. *(400 character count limit)*

We will create an outdoor classroom for our Native Ecosystem Restoration Center. We will hold weekly educational programming for visiting school groups, monthly native plant giveaways, and monthly community workshops on native plant propagation. The aim is to improve awareness of environmental issues, build community capacity, and empower individuals to participate in conservation.

F. Briefly summarize Grant Activity outcomes and measures of success, including number and description of those served. *(400 character count limit)*

This project will be a success when 1) the outdoor classroom is completed; 2) educational materials are installed; 3) we give away native plants to 200 participants per month; 4) two school groups (60 students) per week visit the space; and 5) monthly community engagement workshops, each with 30 attendees have begun.

G. Council District
Check all districts that will benefit from the Grant Activity. Provide the amount requested per district. Amounts must be in whole numbers only.

X District 1 $9,062	**X** District 2 $8,238	**X** District 3 $9,062
X District 4 $6,591	**X** District 5 $13,182	**X** District 6 $ 11,534
X District 7 $9,886	**X** District 8 $8,238	**X** District 9 $6,591
Total Amount Requested (must be $25,000 to $150,000)	$82,384	

H. Type of Grant Activity (pick ONE category that best reflects the Grant Activity):		
1. Public Services: Projects in this category will support qualified public services and programs for the target populations deemed by the CITY to be most vulnerable.		
☐ A. Public Service – Seniors	☐ B. Public Service - Children	☐ C. Public Service - Disabilities
☐ D. Public Service – Homeless	☐ E. Public Service – Domestic Violence	☐ F. Public Service – Substance Abuse
☐ G. Public Service – Mental Health	☐ H. Public Service – Other (describe):	
2. Arts, Culture, Community/Economic Development, and the Environment: Projects in this category will support the sustainable improvement in the well-being and quality of life of local communities, especially low- to moderate income areas.		
☐ A. Arts	☐ B. Culture	☐ C. Community Development
☐ D. Economic Development	☒ **E. Environment**	

GRANTEE'S CERTIFICATION AND SIGNATURE

The undersigned, subject to personal liability and penalty under applicable law, certifies that he or she: (i) is authorized to sign this Grant Proposal; (ii) personally prepared or reviewed the matters found in this Grant Proposal (including any related documents/attachments); (iii) asserts all statements made in this Grant Proposal (including all attachments) are true, accurate and complete; (iv) has the requisite skills and knowledge to assert the foregoing certification; and (v) has complied and shall continue to comply with all applicable requirements of Chapter 6, Article 29 of the Revised Ordinances of Honolulu 2021, as amended (Link), regarding private organizations receiving grants of public funds from the City and County of Honolulu.

Gregory Chang — 11/21/24

Signature of Grantee (Fiscal Sponsor) Officer — Date

Printed Name and Title: Gregory Chang, Chief Financial Officer, Bishop Museum

CERTIFICATE OF THE BOARD OF DIRECTORS NO OBLIGATIONS IN ARREARS

The undersigned of the Board of Bishop Museum ("Grantee") hereby certifies that the Grantee or any principal of the Grantee or sponsored organization (where the Grantee is a Fiscal Sponsor) is not in arrears on any financial or other obligation owed to the City & County of Honolulu, a municipal corporation of the State of Hawaii.

A. Botticelli.
(Signature)

Ann Botticelli, Board Chair
(Print name)

CERTIFICATE OF THE BOARD OF DIRECTORS AUTHORIZATION TO ASSIGN AUTHORITY

The undersigned Chairwoman of the Board of Bishop Museum ("Grantee") hereby certifies that __Gregory Chang, Chief Financial Officer____, has been authorized by the Board of Directors to sign proposals, contracts, and related documents on behalf of the Grantee. Accordingly, I hereby assign the authority by the Board to execute proposals, contracts, and contract amendments on behalf of the Grantee, and further certify that the assigned is given the power and authority to do all things necessary to implement, maintain, amend, or renew such contracts, including but not limited to the delegation of signing authority to another employee of the Grantee.

HOLLY BOUGHTON NOTARY PUBLIC Comm. No. 18-365 STATE OF HAWAII

A. Botticelli.
(Signature)

Ann Botticelli, Board Chair
(Print name)

STATE OF HAWAII)
CITY AND COUNTY OF HONOLULU)

On this __21st__ day of November, 2024__, before me appeared ___Ann Botticelli_____, personally known to me, who, being by me duly sworn, did say that she is the _Chair of the Board of Directors____ of ___Bishop Museum_____ and that the corporation has no corporate seal, and that said instrument was signed in behalf of said corporation by authority of its Board of Directors, and said ___she____ acknowledged said instrument to be the free act and deed of said corporation.

HOLLY BOUGHTON NOTARY PUBLIC Comm. No. 18-365 STATE OF HAWAII

Holly Boughton
Notary Public, State of Hawaii

My Commission expires: 6/24/26

Doc. Date: undated # Pages 107
Name: Holly Boughton First Circuit
Doc. Description: Grant Proposal
Holly Boughton 11/21/24
Signature Date
NOTARY CERTIFICATION

SECTION II
GRANT ACTIVITY INFORMATION

A. Describe how the community need, stated problem/issue, and target population are effectively validated. The description must include how the public services' target population is vulnerable or how the arts, culture, community/economic development, or environmental activities will especially support low- to moderate-income areas.

1. Provide substantive data and other qualifying information to demonstrate how the problem/issue impacts the target population and is a community priority that needs to be addressed. *(5,000 character count limit)*

The loss of native biodiversity in Hawai'i is reaching a critical point. If we don't make a significant effort now, we will lose what is left of our native ecosystems, and more endemic plants and animals will become extinct. Invasive species take over from native plants; many promote fire and erosion, reduce the carrying capacities of our aquifers, and restrict cultural practices, all of which diminish the quality of life for our residents and visitors.

Several things need to be done to prevent us from reaching a point of no return. First, we can support and amplify community native ecosystem restoration efforts ongoing throughout O'ahu. Second, we can educate and mobilize citizens of all ages to participate in restoration efforts.

Bishop Museum's Native Ecosystem Restoration Program hopes to do both. Our seed bank and nursery already serve community ecosystem restoration efforts throughout O'ahu by providing restoration consulting and native seed sourcing, collection, storage, and germination services. Our invasive species early detection programs work with government and private entities to identify, monitor, and control invasive species on land and in our oceans. Much of this work is being funded by grants and individual donations, allowing us to provide these services to community groups free of cost. The efforts of these programs are focused almost entirely on O'ahu.

The centerpiece of our native ecosystem restoration center is our restoration seed bank and nursery. The seed bank, a fully equipped seed lab in a modified 40-foot shipping container, was donated to the Museum in 2023 by Terraformation, a Hawai'i-Island-based conservation organization and ongoing partner. Shipping of the seed bank was provided free of charge by Young Brothers, and installation costs were covered by Hawaiian Electric. Our staff started collecting native seeds in September 2023 at sites in Pia Valley, Palehua, and Manoa. We will soon begin seed collection near areas burned by the November 2023 Mililani Mauka wildfire. While we now effectively support on-the-ground conservation, we want to address the second need in ecosystem restoration: educating and mobilizing our community to participate in ecosystem restoration.

Many in our community want to be involved in environmental stewardship but do not know where to start. To promote community participation, we plan to add to the seed bank facility at the Museum by building an outdoor classroom where we can offer environmental education and skills-building workshops. We have received a $20,000 donation towards this goal from one of our board members, Dr. Jaqueline Maly. Her donation is being used to build a vinyl fence and plant native plants to reduce freeway noise at our Native Ecosystem Restoration Center. Her donation will also cover the engineering study to design shade sails and electrical infrastructure to complete the outdoor classroom. A earlier donation from the Atherton Foundation paid for the construction of a deck at the site, which will serve as the floor of our outdoor classroom.

The focus of this GIA request includes: 1) the installation of electrical infrastructure; 2) the purchase and development of hands-on educational material that will be installed on the site for use by visiting school groups; and 3) the purchase and installation of shade sails above the deck forming the ceiling of our outdoor classroom.

During the day, the area is typically in full sun. It could be a more comfortable place to host educational activities with a few modifications. The shade sails will complete our classroom, providing a venue for a planned twice-monthly native plant propagation course that we will offer to the community, monthly native plant giveaways, twice-weekly school group activities focused on environmental awareness and action, and several other environmental education offerings including a planned conservation careers internship program.

Bishop Museum is located in Kapalama in Council District 6 and borders Council District 7. Many in our community can be described as low- to moderate-income. The Museum strives to reach people in our nearby community through several programs, including the Museums For All program, which provides free admission to the Museum for recipients of food assistance (SNAP benefits) simply by presenting their EBT card and ID. For the native plant propagation workshops that we will offer in the completed space, we will need to limit participation to 30 people per session. Still, we will prioritize anyone who registers and qualifies for the Museums For All program. Experience with similar public engagement programs and our ongoing volunteer programs suggests that the workshop will likely attract a broad segment of society, particularly retirees. Our internship program will focus on young people from the neighboring community interested in exploring careers in environmental conservation.

B. Describe the proposed plan

1. Provide a description of the Grant Activity. This description will be used as the scope of services in the contract. Describe why you chose this Grant Activity and how it will effectively address the community's problem / need. *(3,000 character count limit)*

With help from the Honolulu Grants in Aid program, Bishop Museum will complete an outdoor classroom to provide our community with engaging educational opportunities. The outdoor classroom will complement the Native Ecosystem Restoration Program's seed bank and nursery. Together, they will make up our Native Ecosystem Restoration Community Engagement Center. The classroom will comprise 1,000 square feet of workspace under two attractive shade canopies. The area will be surrounded by plants native to O'ahu. The classroom will have seating, electrical infrastructure, and educational materials (i.e., signs, models, demonstration material, live plants, games, and activities) to engage students of all ages and abilities. We anticipate that at least two school-aged student groups, typically 30 students, will use the space during guided museum tours each week. In the space, students will learn about environmental threats to our islands and the specific actions they can take (i.e., volunteer opportunities and career pathways) to help solve our biodiversity and ecosystem crises.

We also plan to hold at least two monthly intergenerational community training workshops per month in the space focused on native plant propagation. These community events will be free and open to the public, and we plan to host 30 attendees per workshop (60 attendees per month). We are also planning an internship program at the site, and we intend to recruit two interns from the surrounding community who are interested in exploring a career in environmental conservation.

Based on previous experience with similar public events at the Museum, we believe there is significant community interest in learning how to grow native plants. Further, community members frequently ask our staff how to get involved in ecosystem restoration projects. This project creates a space where experts can train interested community members on various skills to successfully confront our biodiversity and ecosystem challenges. Our first offering will be a regular course in native plant propagation. In building a community of talented native plant propagators, we hope that participants will agree to propagate plants on their properties or volunteer at the Museum or with our partners, and collect seeds from the plants they propagate to contribute to conservation efforts. This project directly involves the community in conservation and will accommodate people of all ages and abilities. The seed bank, nursery, and the future outdoor classroom will be ADA-accessible.

Work has already begun to improve the space. A vinyl fence has been installed and we are currently planting native plants to reduce noise from the freeway. We will soon (January 2025) contract with an engineer to develop the plans we will submit to the city for a building permit. By starting the engineering and permitting project in January, we hope that the project will be ready for construction by the beginning of FY26.

2. Provide measurable outcomes, describe how outcomes are aligned with the purposes and priorities of the Grants in Aid Fund, and describe how outcomes directly benefit the target population. *(3,000 character count limit)*

Public Services should begin with a statement of the number of individuals that the Grant Activity will directly benefit during the Grant Term.

Arts, Culture, Community/Economic Development or Environment should begin with a statement as to how the Grant Activity supports the sustainable improvement in the well-being and quality of life of local communities, especially low to moderate income areas.

The project will allow Bishop Museum to engage more effectively with people of all ages and abilities from our community through the creation of our Native Ecosystem Restoration Community Engagement Center. The purpose of the space is to educate our community about environmental issues and provide training, skills building, volunteer opportunities, and specific activities and pathways that allow community members to participate directly in conservation and become a part of the effort to prevent species extinct and the degradation of our environment. Our programs will answer a question that we often hear from our visitors when we discuss the environmental issues that we are facing: "How can I help?"

Major project outcomes include:

1. The completion and launch of the Native Ecosystem Restoration Community Engagement Center. This includes the installation of electrical infrastructure, support posts and shade sails to make the area comfortable for educational programs.
2. Creation and installation of educational materials including hands-on activities, exhibit signage, seating, large-sized interactive plant and seed models, projector and screen, and stations for potting plants and processing native seeds.
3. Twice-weekly school group visits (approx. 30 students per group) where students from elementary through high school can learn about basic biology and ecology, environmental issues and conservation careers.

4. Monthly native plant giveaways. Our goal is to propagate and give away native plants to 200 recipients each month at the center.
5. We will host monthly community workshops focused on native plant propagation that will serve 30 individuals per month and engage them in active conservation work. We aim to grow an intergenerational group of community members who share a passion for native plants and conservation action.

3. Provide an action plan to achieve the stated measurable outcomes. If the Grant Activity involves a partnership, provide a description of each partner's role. Must include measurable milestones, specific events, or other performance measures appropriate to achieving the outcomes. *(3,000 character count limit)*

- Using funds from one of our donors, Dr. Jacqueline Maly, we will contract with an engineer in January 2025 to create plans that will be submitted to the City and County Department of Planning and Permitting in March 2025 along with a Building Permit Application. Submitting the plans at this time will allow us to start construction approximately when funding from this proposal becomes available.
- Native Ecosystem Restoration Program staff, together with our science Engagement Coordinator (Gina Errico – see included resume), will work with our education and exhibits staff to plan the development of educational materials, activities, signage, etc.
- Native Ecosystem Restoration Program staff, and our science Engagement Coordinator, will work with our public programs department (Director Taylour Chang – see included resume) to plan the monthly community engagement events.
- Upon receipt of GIA funds, we will order the support posts and shade sails and hire a contractor to install them based on the engineer's design. Assuming building permits are in place, construction can begin upon receipt of the materials. Construction is anticipated to take less than one month to complete.
- We plan a traditional blessing and launch event as soon as the outdoor classroom is complete. We will invite our partners, donors, and conservation community members to join us in celebrating the completion of the Native Ecosystem Restoration Community Engagement Center, Seed Bank, and Nursery. We may, by this time, have decided on a better name for the combined facility.
- We will then advertise the community workshops to neighboring communities. We will use an online registration system to confirm attendance and record primary demographic data for participants. Participation will be limited to 30 individuals per workshop; however, we will prioritize registrants who qualify for the Museums For All Program. After this launch, we will begin the school visits, plant giveaways, and monthly community workshop events.
- We will add the Community Engagement Center to the activities offered to visiting school groups.
- School visits, plant giveaways, and community workshops will continue indefinitely. We hope the initial native plant propagator workshop will be joined by other offerings that will help

develop a new skilled community conservation corps to aid the professional conservation community in combatting the combined effect of biodiversity loss and climate change.

- Timothy Gallaher, Curator of Botany (see included resume), will manage and report on all project activities.

4. Provide a budget narrative that explains how the budget in Section III will achieve the desired outcomes. *(3,000 character count limit)*

The project budget includes the following cost categories.

Direct Salaries (Line 8)—Direct salaries in the amount of **$35,000** are budgeted for this project. This amount includes staff costs associated with the development of the educational and exhibit material, the growing and distribution of native plants for plant giveaways, educational staff time to lead school groups, and the Public Programming department's staff time to plan and conduct community workshops. Grants and contracts secured from the National Tropical Botanical Garden and the Hawai'i State Department of Education, along with unrestricted funds from the Bishop Museum will cover these amounts.

Administrative Salaries (Line 9)—This budgeted amount ($11,400 salary and $1,984 Fringe) includes time allocated to project management and covers 0.15 FTE of the salary and fringe benefits for Timothy Gallaher. The budget worksheet has been updated with our SUI and TDI rates and medical insurance costs. **We are applying to Honolulu GIA for this amount.**

Professional and Contractual Services (Line 10)—We have received quotes for the engineering work necessary to design and apply for permits for the shade sails infrastructure and from contractors to install the posts. The amounts in the budget reflect the quoted amounts.

- $12,000 for the engineering work will be paid for by a gift from our Board Member donor, Dr. Jaqueline Maly.
- **$25,000** is needed for the contractor to install electrical infrastructure, the posts and sails. **We are applying to Honolulu GIA for this amount.**

Equipment Purchases (Line 11)—We have received a quote of **$25,000** from Awnings Hawaii for the shade sails and posts. **We are applying to Honolulu GIA for this amount.**

Program Activities Supplies (Line 18)—An amount of **$10,000** is budgeted for the purcase or in-house creation of informational signage, exhibits, models, activites, projector, chairs, tables, and workbenches. We intend to purchase an outdoor projector and screen to display multimedia content. **We are applying to Honolulu GIA for this amount.**

Hospitality supplies (Line 24)—An amount of up to **$5,000** is budgeted for supplies and costs associated with our launch event. This includes catering, airfare and hotel if needed, lei, and honoraria for cultural practitioners. **We are applying to Honolulu GIA for this amount.**

Indirect Costs (Line 27)—We are asking for **$4,000** to cover overhead costs associated with this project. This includes a legal review of contracts and costs associated with the time our Building and Grounds department will spend working with our contractors during installation. **We are applying to Honolulu GIA for this amount.**

5. Provide a timeline that is complete, realistic and appropriate to achieve the desired outcomes. This timeline should also be reflected in Section IV. *(3,000 character count limit)*

Summer through Fall 2024 – Work on this project began in the summer of 2024 with the building of a vinyl fence and plantings to reduce noise from the H1 freeway. The Native Ecosystem Restoration Community Engagement Center sits alongside the freeway next to the Science Adventure Center on the Bishop Museum Campus.

January 2025 – We will contract with an engineering firm to develop plans for shade sails and support posts for the outdoor classroom. This work will include structural and electrical engineering plans necessary to apply for building permits. Plans will be complete and submitted by March 2025.

February through June 2025 – Native Ecosystem restoration staff will meet regularly with exhibits, education, and public programming staff to plan for school visits, workshops, and plant giveaways at the site. Staff will design signage, exhibits, models, hands-on activities, multimedia, or other engagement opportunities in the space.

July 2025 – FY26 Begins

August or September 2025 – (upon receipt of award) We will place the order for the shade sails and secure a contractor to handle the installation.

October 2025 – The contractor will install the electrical infrastructure, support posts, and shade sails. Educational materials will be purchased or created in-house.

November 2025 – The Museum will host a launch event and soon thereafter we will begin the Native Plant Propagator Workshops (two events with 30 participants each per month), school group visits (2 groups of approximately 30 students each group per week), and monthly native plant giveaways (200 plant recipients per event) at the site.

December 2025 – September 2026 – We will continue school group visits, plant giveaways, and community workshops indefinitely.

C. Provide evidence of the agency's ability to perform the proposed grant activity through past performance, current capacity and/or plan to acquire the capacity to perform.

1. Provide data that demonstrates proven success in offering the same, similar, or related activities to achieve the proposed outcomes. *(3,000 character count limit)*

In addition to the cultural and natural history collections for which we are well known, Bishop Museum has a long history of conducting educational and public programming activities for the people of Hawai'i. School groups visit the Museum daily, and our educators lead them through our collections to teach about our islands' cultural and natural history.

Similarly, our public programming department works with community groups to facilitate workshops, educational events, and cultural learning opportunities. Examples include Museum After Hours, which takes place on the second Friday of each Month and features guest speakers and educational opportunities; Kanikapila ma Kaiwi'ula, which invites the community to learn 'ukulele on every second Saturday of the month; Our annual Kahuli Festival featuring an entire day of activities focused around native snails; and our annual Science and Sustainability Festival focusing on Hawai'i's natural environments. These are just a sample of the activities and events that Bishop Museum offers our community.

Our scientific staff is currently working with the Hawai'i Department of Education and teachers on the Windward side to develop a new Environmental Science Curriculum focusing on current environmental issues affecting communities today. The Museum has managed various internship programs for several years, and we have a strong volunteer corps with over 50 active volunteers.

We also maintain a robust scientific program focused on the Natural history of Hawai'i and thus have the necessary conservation and natural history expertise to conduct the proposed activities. Scientists in six collections (Botany, Vertebrate Zoology, Marine Invertebrate Zoology, Ichthyology, Malacology, and Entomology) conduct research on, analyze, monitor, and track the biodiversity of Hawai'i. Our scientific and collections staff work closely with natural resource managers across the state.

Our Native Ecosystem Restoration Program staff already includes experts on native plants, invasive species, seed banking, ethnobotany, and related topics. In 2022, we partnered with our public programming department to offer native planting workdays at the Museum. We reached the maximum capacity at each event, and all participants had a great time.

In summary, the Museum and the staff associated with this project have a proven track record and the capacity to plan, manage, carry out, and report on various activities.

2. Describe the applicant's capacity to successfully achieve the proposed outcomes.
OR
Provide a plan to acquire the capacity to successfully achieve the proposed outcomes (including how the applicant has acquired similar capacity in the past).

Responses should include organizational knowledge, staffing, fiscal resources, facilities and other resources, stakeholders and relationships, and other relevant resources. *(3,000 character count limit)*

Organizational Knowledge and Expertise

The Native Ecosystem Restoration Program (NERP) is led by Dr. Timothy Gallaher, Curator of Botany, who brings 25 years of project management and environmental science experience. Dr. Gallaher has overseen the installation of the Museum's Seed Bank and Nursery, demonstrating his ability to manage complex projects and deliver successful outcomes. Supporting Dr. Gallaher are Seed Bank Manager Nicholas Walvoord and Collections Technician Kalei Arthur, both of whom have extensive knowledge of native plants, environmental issues, and public engagement. This team's expertise ensures that the technical and community-driven aspects of the project are executed effectively.

Staffing and Resource Allocation

Bishop Museum has nearly 200 staff members, many of whom are funded through grants, illustrating the organization's experience in managing grant-supported initiatives. The Museum has a strong record of successful grant writing, complemented by a large donor base and a growing endowment, which provide additional financial stability. Public programming is supported by a dedicated office with two full-time staff who are experienced in planning and executing community engagement initiatives. This team will play a critical role in recruiting participants for workshops and events, leveraging their established community contacts and logistical expertise.

Community Relationships and Stakeholders

Bishop Museum has cultivated strong relationships with the community through public programming and prior collaborations with NERP staff. This includes highly successful native garden planting events in 2022, which were fully booked within days. This demonstrates the Museum's ability to engage and mobilize the community for conservation initiatives.

Fiscal Resources and Long-Term Planning
With a stable funding base supported by grants, donors, and an increasing endowment, Bishop Museum is well-positioned to sustain the project beyond the grant period. The Museum's leadership has extensive experience managing fiscal resources effectively to achieve long-term outcomes.

D. Describe the applicant's sustainability and/or additional long-term benefit to the community

1. Provide a plan for sustaining and / or expanding activities beyond the applicable grant period. *(2,000 character count limit)*

Bishop Museum's mission to inspire our community and visitors by exploring, celebrating, and perpetuating the extraordinary history, culture, and environment of Hawai'i and the Pacific drives all our initiatives. This project, anchored by the creation of an outdoor classroom, aligns with this mission by significantly enhancing our capacity to engage the community in hands-on, conservation-focused education and action.

The outdoor classroom will become a permanent feature of the Bishop Museum experience, hosting field trips, workshops, and programs that connect participants to Hawai'i's unique ecosystems and cultural heritage. These activities will inspire environmental stewardship and build practical skills in areas such as native plant propagation, ecosystem restoration, and invasive species detection.

Operational sustainability is supported by the simple design of the outdoor classroom. Maintenance is minimal, with the shade sails needing replacement every 5–10 years and educational materials refreshed every 3-4 years. The support posts have a 20-year useful life. These modest expenses are well-justified by the benefits of the programs.

The Museum's experienced Education, Public Programming, and Natural Science departments will manage and expand programming in the space. Collaborations with Museum scientists and collections staff will further enhance the classroom's utility, enabling workshops and community training on critical issues such as native ecosystem restoration and biodiversity conservation.

Since 1889, Bishop Museum has been a cornerstone of education in Hawai'i. This project builds on our legacy, ensuring that our programs will continue to serve as a vital resource for education, discovery, and environmental stewardship for generations to come.

2. Describe the applicant's capacity and resources to carry out the above plan (staffing, funding, etc.) beyond the grant period. *(2,000 character count limit)*

Bishop Museum has a robust infrastructure and established capacity to successfully implement and sustain the proposed plan well beyond the grant period. With over 130 years of experience in providing educational opportunities to Hawai'i's communities, the Museum has a proven track record of long-term program development and execution. Our dedicated departments—Education, Public Programming, Cultural Resources, and Natural History—are staffed by highly qualified professionals with extensive expertise in their respective fields. This team is equipped to deliver and expand on the initiatives outlined in this proposal, ensuring they continue to meet the evolving needs of our community.

The Museum's financial sustainability is supported by diverse funding sources, including earned revenue, membership contributions, private donations, and endowments. This diversified funding

model provides a stable foundation for our operations and programming. The outdoor classroom and associated programs, bolstered by this grant, will be integrated into our core educational offerings, ensuring their longevity through existing resources and ongoing fundraising efforts.

In addition to staffing and financial resources, Bishop Museum's facilities and partnerships strengthen our capacity to carry out the plan. Our campus provides a unique setting for immersive educational experiences, and our collaborations with schools, cultural practitioners, and conservation organizations extend our reach and impact. With a history deeply rooted in Hawai'i's culture and environment, we are well-positioned to sustain this initiative and continue inspiring stewardship and learning for generations to come.

E. No CITY funds or assistance.
The highest consideration will be given to applicants that do not receive other funding or any form of assistance from the CITY. While applicants that receive other funding or assistance from the CITY may apply for Grants in Aid funding, the extent of funding or assistance already received in relation to services provided must be considered prior to awarding Grants in Aid funds.

A percentage of the sub-total criteria points will be awarded to Grantees based on the criteria below and the information about past funding / assistance from the CITY that follows.

The applicant has received no award from the CITY within the last 3 years.	**10%**
The applicant has received 1-2 awards from the CITY within the last 3 years.	**7%**
The applicant has received 3-5 awards from the CITY within the last 3 years.	**5%**
The applicant has received between 6-9 awards from the CITY within the last 3 years.	**3%**
The applicant has received 10 or more awards from the CITY within the last 3 years.	**0%**

GRANTEE RECEIPT OF CITY GRANTS

Identify all CITY grants received by Grantee (or Fiscal Sponsor) in the last three (3) years. Information will be verified by the CITY.

1. Grant Activity Name & Contract #: 2023 Non-Profit Recovery Grant Program
   Grant Period: 9/29/2023 - 4/2/2024$21,085
   Grant Purpose: General Operating Support
   Grant Activity Status: ☐ ~~Underway~~ X **Completed** ☐ ~~Canceled~~
   Administrating Division: Dept. Of Community Services

2. Grant Activity Name & Contract #: Brightening and Broadening the Planetarium Experience at Bishop Museum - Grant In Aid #CT-DCS-2100016
   Grant Period: 11/1/2020 - 4/29/2022 Grant Amount: $124,535
   Grant Purpose: Upgrading planetarium projectors and providing access to the Museum for the neighboring community
   Grant Activity Status: ☐ ~~Underway~~ X **Completed** ☐ ~~Canceled~~
   Administrating Division: Division of Purchasing

3. Grant Activity Name & Contract #: _____
   Grant Period: _____ Grant Amount: _____
   Grant Purpose: _____
   Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
   Administrating Division: _____

4. Grant Activity Name & Contract #: _____
   Grant Period: _____ Grant Amount: _____

E. Age Friendly Honolulu (Complete only if applying for the bonus points)
Consideration is to be given to applicants that incorporate the vision and goals of the Age-Friendly Honolulu Program (as codified in ROH Chapter 2, Article 22), including but not limited to (1) enabling residents of all ages to actively participate in activities that keep them socially engaged, healthy, and active; and (2) removing barriers to inclusion for and providing support services to vulnerable residents and/or have physical limitations.

If awarded bonus points for being an Age-Friendly Honolulu project, the Grantee will be subject to additional reporting requirements, including but not limited to name, age, and physical location of seniors being served by the project.

To be eligible for the bonus points as an Age-Friendly Honolulu project an organization must demonstrate the proposal aligns with Age-Friendly Honolulu's priorities by completing the following TWO steps:

1) Go the following website https://www.hiphi.org/age-friendly-honolulu/ to access an Age-Friendly Honolulu training video. The video should be watched by at least one (1) person from the non-profit organization in a leadership position (Executive Director, Administrator, or equivalent). This video will define an "age-friendly city" and explain what types of projects align with the Age-Friendly Honolulu Vision.

2) Complete the section below by selecting which Age-Friendly Honolulu category best fits the activities of your organization and providing a brief description of how your proposal is an Age-Friendly Honolulu project.

- [X] Enabling Residents of all ages to actively participate in activities that keep them socially engaged, healthy, and active, particularly at the oldest ages
- [ ] Providing Kupuna with meaningful roles in the community, including mentors, volunteers, or through intergenerational programming
- [ ] Removing barriers to support community inclusion and accessibility for persons of all abilities.

3) How is your proposal an Age-Friendly Honolulu Project and explain how your organization can meet the additional reporting requirements if awarded? *(2,000 character count limit)*

We are creating a new outdoor classroom space at the Bishop Museum campus focused on engaging all community members and encouraging them to participate in environmental conservation efforts. At this space, we will engage young people, specifically school-aged children who visit on field trips and adults, through community workshops focused on native plant propagation, with additional workshop topics to follow.

The outdoor classroom will be accessible to people of all ages and abilities. The area is ADA-compliant, and we will develop our activities with accessibility in mind. Further, these activities will be socially engaging for all ages and feature interactive and light physical activity.

Our experience suggests that, more so than other age groups, many people of retirement age are strongly interested in plant propagation. Retirees make up a large portion of our Native Garden volunteer group and our museum docents. Similarly, retirees were strongly represented at the native plant workshops we held in 2022. To recruit specifically from this community, we will advertise the opportunity on the AARP Create the Good website.

We hope the plant propagation workshops attract repeat attendees and that a natural intergenerational social group forms made up of people who share similar interests and goals, are willing to share their knowledge and expertise, and are open to learning new knowledge and skills. This group's activities will support environmental conservation efforts.

The shade sails we will install in the space are critical to making the area comfortable for keiki and kupuna alike.

We will substantiate the space's inclusivity by recording each participant's age group and ZIP code. With attendees' permission, we will also take pictures and keep records of activities and accomplishments.

Proposal 15

APPENDIX A: TIER II GRANT PROPOSAL (Grants $25,000 to $150,000)
SOLICITATION NO. RGP-DCS-GIA2026

Instructions: The proposal below must be completed in full. Responses must be provided in the fillable boxes provided. Where annotated, the fillable boxes have predetermined maximum limits on character counts. Letters, numbers, punctuation marks, and spaces are included in the character count limits.

SECTION I
SUMMARY

A. Grantee Legal Name:	Bobby Benson Center
B. Is Grantee a Fiscal Sponsor?	☐ Yes ☑ No
C. Grant Activity Name:	Bobby Benson Center Residential Program

D. Briefly describe the Grantee's background, history (including year established), and mission. *(400 character count limit)*

Bobby Benson Center (BBC) was established in 1990 with a mission to serve individuals and families in Hawaii impacted by substance use and co-occurring disorders. Through a continuum of care, BBC employs best practices to provide comprehensive treatment services. Its vision is to "Connect, Empower, and Transform Lives," equipping individuals with the knowledge and skills necessary to reach their highest potential.

E. Briefly describe the Grant Activity and public need being filled. *(400 character count limit)*

Bobby Benson Center's residential treatment program offers life-changing care for adolescents aged 13-17 battling substance use and mental health challenges. With a focus on trauma recovery and personal growth, the program combines evidence-based therapies, education, and skill-building in a supportive environment. Through structured treatment and enriching extracurricular activities, youth gain the tools to break free from destructive cycles, rebuild their futures, and reintegrate into their communities with resilience and hope. This holistic approach not only addresses the root causes of their struggles but also empowers them to lead healthier, more fulfilling lives.

F. Briefly summarize Grant Activity outcomes and measures of success, including number and description of those served. *(400 character count limit)*

The Bobby Benson Center will serve 45 adolescents (ages 13-17 years old) during the proposed grant period, providing comprehensive treatment for substance use and mental health disorders. Outcomes include improved coping skills, emotional regulation, and successful reintegration into school and community. Success is measured by treatment completion rates, reduced relapse, academic progress, and enhanced social functioning post-discharge.

G. Council District
Check all districts that will benefit from the Grant Activity. Provide the amount requested per district. Amounts must be in whole numbers only.

☑ District 1	☑ District 2	☑ District 3
$ 30000	$ 30000	$ 30000

☑ District 4 $ 30000	☐ District 5 $ 00	☑ District 6 $ 30000
☐ District 7 $ 00	☐ District 8 $ 00	☐ District 9 $ 00
Total Amount Requested (must be $25,000 to $150,000)	$ 150000	

H. Type of Grant Activity (pick ONE category that best reflects the Grant Activity):		
1. Public Services: Projects in this category will support qualified public services and programs for the target populations deemed by the CITY to be most vulnerable.		
☐ A. Public Service – Seniors	☐ B. Public Service - Children	☐ C. Public Service - Disabilities
☐ D. Public Service – Homeless	☐ E. Public Service – Domestic Violence	☑ F. Public Service – Substance Abuse
☐ G. Public Service – Mental Health	☐ H. Public Service – Other (describe):	
2. Arts, Culture, Community/Economic Development, and the Environment: Projects in this category will support the sustainable improvement in the well-being and quality of life of local communities, especially low- to moderate income areas.		
☐ A. Arts	☐ B. Culture	☐ C. Community Development
☐ D. Economic Development	☐ E. Environment	

GRANTEE'S CERTIFICATION AND SIGNATURE

The undersigned, subject to personal liability and penalty under applicable law, certifies that he or she: (i) is authorized to sign this Grant Proposal; (ii) personally prepared or reviewed the matters found in this Grant Proposal (including any related documents/attachments); (iii) asserts all statements made in this Grant Proposal (including all attachments) are true, accurate and complete; (iv) has the requisite skills and knowledge to assert the foregoing certification; and (v) has complied and shall continue to comply with all applicable requirements of Chapter 6, Article 29 of the Revised Ordinances of Honolulu 2021, as amended (Link), regarding private organizations receiving grants of public funds from the City and County of Honolulu.

Signature of Grantee (Fiscal Sponsor) Officer

Printed Name and Title: Sione Naeata; Executive Director

12/2/24.
Date

CERTIFICATE OF THE BOARD OF DIRECTORS NO OBLIGATIONS IN ARREARS

The undersigned of the Board (Bobby Benson Center) hereby certifies that the Grantee or any principal of the Grantee or sponsored organization (where the Grantee is a Fiscal Sponsor) is not in arrears on any financial or other obligation owed to the City & County of Honolulu, a municipal corporation of the State of Hawaii.

(Signature)

Rick Tabor
(Print name)

CERTIFICATE OF THE BOARD OF DIRECTORS AUTHORIZATION TO ASSIGN AUTHORITY

The undersigned of the Board ("Grantee") hereby certifies that **Sione Naeata** (name), **Executive Director** (title), has been authorized by the Board of Directors to sign proposals, contracts, and related documents on behalf of the Grantee. Accordingly, I hereby assign the authority by the Board to execute proposals, contracts, and contract amendments on behalf of the Grantee, and further certify that the assigned is given the power and authority to do all things necessary to implement, maintain, amend, or renew such contracts, including but not limited to the delegation of signing authority to another employee of the Grantee.

(Signature)

Rick Tabor
(Print name)

STATE OF HAWAII)
CITY AND COUNTY OF HONOLULU)

On this 20th day of November, 2024, before me appeared Rick Tabor personally known to me, who, being by me duly sworn, did say that he is the Chairman of the Board of Director of Bobby Benson Center and that the corporation has no corporate seal, and that said instrument was signed in behalf of said corporation by authority of its Board of Directors, and said he acknowledged said instrument to be the free act and deed of said corporation.

BRITTANY HIGA NOTARY PUBLIC No. 24-114 STATE OF HAWAII

Brittany Higa
Notary Public, State of Hawaii

My Commission expires: 06/23/2028

Doc. Date: 11/20/2024 # Pages: 1
Name: Brittany Higa First Circuit
Doc. Description: Certificate of the Board of Directors Authorization & No Obligations in Arrears

Signature 11/20/2024
Date

NOTARY CERTIFICATION

SECTION II
GRANT ACTIVITY INFORMATION

A. Describe how the community need, stated problem/issue, and target population are effectively validated. The description must include how the public services' target population is vulnerable or how the arts, culture, community/economic development, or environmental activities will especially support low- to moderate-income areas.

1. Provide substantive data and other qualifying information to demonstrate how the problem/issue impacts the target population and is a community priority that needs to be addressed. *(5,000 character count limit)*

The Urgent Need for Adolescent Residential Treatment in Hawaii
Substance use and mental health challenges among adolescents remain critical public health issues, particularly in Hawaii. The combination of substance use, co-occurring mental health disorders, and trauma has profound impacts on youth, their families, and communities, creating an urgent need for accessible, evidence-based residential treatment.

Impact on the Target Population
Hawaii's youth face unique challenges tied to substance use and mental health. According to the 2022 Hawaii State Epidemiological Profile, 22.9% of high school students reported alcohol use, and 17.6% reported marijuana use in the past 30 days. Alarmingly, mental health issues are escalating:

- 36% of students experienced persistent sadness or hopelessness.
- 14% seriously considered suicide.
- 9% attempted suicide, higher than the national average.

The situation is compounded by widespread trauma exposure. Among youth served by the Bobby Benson Center (BBC) in 2023-2024:

- 95% had witnessed violence, including gang activity or murders.
- 52% were exposed to domestic violence.
- 44% suffered psychological abuse, and 35% endured sexual abuse.
- 23% were commercially sexually exploited.

These youth are primarily from Oahu's low-income communities and often come from families with intergenerational substance use, where access to effective treatment is limited. This makes them especially vulnerable to cycles of addiction, victimization, and mental health deterioration.

A Community Priority
Governor David Ige's 2016 declaration of adolescent substance abuse as a public health crisis underscores the state's recognition of this issue. Despite this, systemic barriers persist. Hawaii's geographic isolation limits access to specialized care, and available services are often fragmented or insufficient to address the complex needs of youth with co-occurring disorders.

The Biden Administration's Overdose Prevention Strategy and the U.S. Department of Health and Human Services' emphasis on trauma-informed care reinforce the national priority to integrate mental health and substance use treatment. For Hawaii, where rates of adolescent trauma and substance use outpace national averages, facilities like BBC are essential to align state efforts with these national strategies.

BBC's Response: Addressing a Critical Need

BBC provides trauma-informed, residential care tailored to Hawaii's youth. Its programs treat substance use and co-occurring mental health disorders, focusing on the root causes of addiction, including trauma. By addressing both, BBC breaks the cycles of addiction and mental illness, offering a pathway to recovery for vulnerable adolescents.

BBC's focus on serving low-income youth ensures access to care for families who would otherwise face insurmountable barriers. By intervening early, BBC reduces the risk of escalation, preventing institutionalization, re-victimization, and future violence. The center's impact extends beyond individual recovery, fostering healthier communities by addressing the root causes of these challenges.

The combination of high substance use rates, escalating mental health crises, and pervasive trauma exposure among Hawaii's youth highlights the urgency of specialized treatment programs. BBC plays a vital role in addressing these challenges, aligning with state and national priorities to provide accessible, compassionate, and evidence-based care. By healing trauma, addressing addiction, and supporting mental health recovery, BBC not only transforms individual lives but strengthens Hawaii's communities, making its continued operation an essential public health priority.

B. Describe the proposed plan

1. Provide a description of the Grant Activity. This description will be used as the scope of services in the contract. Describe why you chose this Grant Activity and how it will effectively address the community's problem / need. *(3,000 character count limit)*

Grant Activity Description

The proposed grant activity focuses on enhancing Bobby Benson Center's (BBC) residential treatment program for youth ages 13–17. This program integrates evidence-based therapeutic interventions with structured treatment and extracurricular activities to foster holistic healing, personal growth, and resilience. Services include individual and group therapy, family involvement sessions, treatment groups, life skills training, cultural exploration and treatment and recreational activities designed to promote physical, emotional, and social well-being.

Why This Grant Activity?

Hawaii's youth face significant challenges, including high rates of substance use, mental health issues, and exposure to trauma. These issues often disrupt family dynamics and hinder academic and social development. Residential treatment offers a controlled, supportive environment where youth can focus on recovery and building skills for a healthy, productive future.

The inclusion of treatment and recreational activities addresses a critical gap in traditional treatment models by fostering creativity, teamwork, and self-esteem. These activities also provide a constructive outlet for stress and emotions, creating a well-rounded approach to care.

How This Grant Activity Effectively Addresses the Need

1. **Comprehensive Treatment Environment**
   BBC provides a safe, structured residential setting where youth receive personalized treatment plans tailored to their unique needs. This ensures that mental health and substance use challenges are addressed in a cohesive manner.

2. **Incorporation of Treatment and Recreational Activities**
   Activities such as sports, arts, and community service offer youth opportunities to explore interests, develop talents, and form positive relationships. These experiences are essential for rebuilding confidence and fostering personal growth.

3. **Focus on Family Engagement**
   The program integrates family therapy and workshops, recognizing the importance of strong family support in a youth's recovery journey. Families are equipped with tools to improve communication and create a nurturing home environment.

4. **Trauma-Informed Care**
   Many participants have experienced significant trauma. BBC's approach ensures that all staff and activities are trauma-informed, prioritizing safety, trust, and empowerment throughout the program.

5. **Long-Term Impact**
   By blending intensive treatment with extracurricular activities, youth develop skills that extend beyond the residential setting, preparing them for successful reintegration into their families, schools, and communities.

This grant activity addresses the urgent need for youth-focused residential treatment in Hawaii. By integrating treatment with enriching activities, it creates a holistic program that supports recovery, personal growth, and lifelong resilience.

2. Provide measurable outcomes, describe how outcomes are aligned with the purposes and priorities of the Grants in Aid Fund, and describe how outcomes directly benefit the target population. *(3,000 character count limit)*

The proposed grant activity at Bobby Benson Center (BBC) will directly benefit at least 45 youth during the grant term, depending on the length of stay and individual needs of the participants. This program will serve youth aged 13-17, particularly those facing mental health challenges, substance use issues, and trauma-related behaviors. These youth will benefit from a structured residential treatment environment that integrates therapeutic services with treatment and recreational activities, family support, and community reintegration efforts.

The services provided will be comprehensive and individualized, ensuring that each participant receives the support and treatment necessary for their recovery and long-term well-being. The anticipated outcome is not only to improve individual functioning but also to strengthen family and community support systems, which will have a broader positive impact beyond the direct participants.

Measurable Outcomes

The proposed grant activity for Bobby Benson Center (BBC) will result in several measurable outcomes that will demonstrate the effectiveness of the residential treatment program. These outcomes will be tracked using a combination of client assessments, progress reports, and program evaluations, ensuring that the results are both meaningful and quantifiable.

1. **Reduction in Substance Use and Mental Health Symptoms**
   - **Outcome**: 80% of youth participants will show a significant reduction in substance use and mental health symptoms, as measured by pre- and post-treatment assessments using the Child and Adolescent Functional Assessment Scale (CAFAS).

- **Improving Educational Outcomes for At-Risk Youth**: The program's focus on improving academic achievement and engagement directly supports the state's efforts to ensure that at-risk youth have the tools and support they need to succeed academically.

Direct Benefits to the Target Population

This grant activity is designed to benefit at-risk youth in Hawaii, particularly those who are dealing with mental health challenges, substance use issues, and the effects of trauma. The measurable outcomes directly align with their needs by:

1. **Providing a Safe and Supportive Environment**: The residential setting creates a safe, structured space where youth can begin their healing journey, away from environmental stressors. This is particularly important for youth who have faced trauma and instability at home or in their communities.
2. **Improving Mental Health and Substance Use Outcomes**: By addressing the root causes of substance use and mental health struggles, the program offers youth a better chance at a healthier future, reducing the risk of recidivism and future involvement in the justice system.
3. **Increasing Family and Community Support**: Strengthening family engagement ensures that youth have the ongoing support they need as they reintegrate into their communities, thereby reducing the likelihood of relapse and promoting long-term recovery.
4. **Building Lifelong Skills**: Through a combination of therapeutic interventions and extracurricular activities, youth develop critical life skills that will help them navigate future challenges, contributing to their overall well-being and success in life.

By achieving these outcomes, the program will create a lasting impact on the youth served, providing them with the support, resources, and skills they need to overcome their challenges and thrive in their communities.

3. Provide an action plan to achieve the stated measurable outcomes. If the Grant Activity involves a partnership, provide a description of each partner's role. Must include measurable milestones, specific events, or other performance measures appropriate to achieving the outcomes. *(3,000 character count limit)*

Action Plan to Achieve Measurable Outcomes

To achieve the stated measurable outcomes for Bobby Benson Center's (BBC) residential treatment program, we will implement a structured action plan with measurable milestones and performance measures. The plan outlines specific steps, timelines, and performance measures to ensure that each youth's treatment is individualized and progress is continually assessed.

Initial Intake and Assessment

- **Activity**: At intake, all participants will undergo comprehensive assessments, including the Child and Adolescent Functional Assessment Scale (CAFAS), to evaluate mental health, substance use, and behavioral functioning.
- **Milestone**: 100% of participants will complete the CAFAS assessment, and 100% will engage in an initial family therapy session within the first week.

- **How Measured**: The CAFAS will be administered at intake and at regular intervals throughout the program to assess youth's level of functioning in areas such as substance use, emotional regulation, and behavioral stability.

2. **Improved Academic Engagement and Achievement**
   - **Outcome**: 75% of youth will demonstrate improved academic engagement or academic achievement by the time of discharge, including increased school attendance and improved grades or completion of educational milestones.
   - **How Measured**: Academic performance will be tracked through school reports, attendance records, and academic assessments at intake and discharge.

3. **Enhanced Life Skills and Social Functioning**
   - **Outcome**: 85% of youth will show improvement in life skills, including communication, conflict resolution, and emotional regulation, as measured by self-report surveys and staff assessments.
   - **How Measured**: Life skills progress will be measured using standardized life skills inventories and observational assessments by trained staff during the course of the program. Participants will also engage in structured activities that target specific skills such as teamwork, decision-making, and problem-solving.

4. **Increased Family Engagement and Support**
   - **Outcome**: 70% of participating families will show increased engagement in family therapy and family support activities, as measured by attendance at family sessions and completion of post-program family evaluations.
   - **How Measured**: Family participation will be tracked through attendance logs, family satisfaction surveys, and follow-up interviews conducted six months after program completion.

5. **Successful Community Reintegration**
   - **Outcome**: 80% of youth will successfully reintegrate into their communities and continue their progress post-discharge, as measured by follow-up contact six months after program completion (tracking school attendance, employment, or engagement in community-based activities).
   - **How Measured**: Follow-up surveys and case management reviews will be conducted with youth and their families six months post-discharge to assess continued success in reintegration.

Alignment with Purposes and Priorities of the Grants in Aid Fund

This grant activity aligns directly with the purposes and priorities of the Grants in Aid Fund by focusing on addressing pressing social issues affecting youth, including mental health, substance use, and educational attainment. Specifically, it responds to the priorities of:

- **Supporting Youth Mental Health and Substance Use Prevention/Treatment**: By providing targeted treatment for youth struggling with mental health issues and substance use, this activity contributes to the state's goal of addressing these critical issues through evidence-based and culturally competent methods.
- **Strengthening Families and Communities**: The inclusion of family therapy and community reintegration activities ensures that the program not only helps individual youth but also supports their families and communities in maintaining long-term recovery. This holistic approach is a key priority of the Grants in Aid Fund.

- **Performance Measure**: Baseline CAFAS scores will be documented, and family therapy engagement will be tracked via attendance logs.
- **Responsible Party**: Clinical team, including therapists and Intake Coordinators.

Therapeutic and Treatment and Recreational Program Implementation

- **Activity**: Participants will engage in weekly individual therapy, group therapy, and life skills training. Additionally, youth will participate in extracurricular activities, including sports, arts, and community service.
- **Milestone**: 85% of youth will attend a minimum of 3 extracurricular activities weekly and participate in at least 2 individual therapy sessions weekly.
- **Performance Measure**: Program participation logs, individual therapy attendance records, and monthly reports will track youth engagement in both therapeutic and extracurricular activities.
- **Responsible Party**: Clinical team, Group Facilitators, Youth Counselors, Program Manager.

Midpoint CAFAS Reassessment and Adjustments

- **Activity**: A midpoint reassessment will be conducted using the CAFAS to track progress in mental health symptoms, substance use, and life skills. Treatment plans will be adjusted based on the results.
- **Milestone**: 100% of youth will undergo a CAFAS reassessment at 6 months.
- **Performance Measure**: At least 75% of participants will demonstrate a 10-point reduction in their CAFAS scores in relevant domains.
- **Responsible Party**: Clinical team.

Family Therapy and Support

- **Activity**: Ongoing family therapy will be provided to strengthen family relationships and ensure a supportive environment for the youth. Workshops and family counseling will be offered regularly.
- **Milestone**: 70% of families will attend at least 4 family therapy sessions during the grant term.
- **Performance Measure**: Family therapy attendance records and family satisfaction surveys will track engagement.
- **Responsible Party**: Clinical team.

Community Reintegration Plan and Follow-Up

- **Activity**: As youth approach the end of their treatment, a personalized community reintegration plan will be developed. This plan will include goals for school attendance, family re-engagement, and community involvement.
- **Milestone**: 80% of youth will have completed a community reintegration plan before discharge.
- **Performance Measure**: Youth will report successful reintegration into their community within 3–6 months post-discharge, tracked via follow-up surveys and case management reviews.
- **Responsible Party**: Therapist, Clinical Director, Support Staff.

Ongoing Evaluation and Adjustment

- **Activity**: Monthly evaluations will be conducted to assess the program's effectiveness and identify areas for improvement. These evaluations will include participant progress, family involvement, and engagement in extracurricular activities.

- **Milestone**: Monthly program evaluations will be completed to ensure continuous improvement of services.
- **Performance Measure**: Program evaluation reports, participant feedback surveys, and internal assessments will be used to track effectiveness and adjust programming as necessary.
- **Responsible Party**: Executive Director, Clinical Director, Program Manager, Quality Assurance Coordinator.

Final CAFAS Reassessment and Program Completion

- **Activity**: A final CAFAS assessment will be administered to evaluate overall progress in mental health, substance use, and life skills.
- **Milestone**: 100% of youth will receive a final CAFAS assessment at program discharge.
- **Performance Measure**: 80% of youth will demonstrate at least a 20-point improvement in CAFAS scores from intake to discharge.
- **Responsible Party**: Clinical team.

Partners and Their Roles

1. **Family Support Specialists**: These specialists will facilitate family engagement throughout the program. They will organize family therapy sessions and provide resources for ongoing support, helping ensure that families play an active role in their youth's treatment and reintegration.

2. **Educational Providers**: BBC will collaborate with local schools to track academic progress and ensure that youth are receiving the support they need to succeed academically. Educational providers will help assess the impact of treatment on academic performance and make adjustments as necessary.
3. **Community-Based Organizations**: Partnerships with local organizations will support youth reintegration into community activities, ensuring ongoing access to resources and peer support post-treatment. These organizations will provide a vital role in helping youth transition successfully into their local communities.

Performance Monitoring and Adjustments

The action plan will be evaluated regularly to ensure it is meeting its goals. Key performance indicators such as engagement in treatment, improvement in mental health and life skills, and family involvement will be tracked to measure success. Monthly evaluations will provide data for adjustments and ensure the program is aligned with the needs of each participant. Additionally, feedback from families, youth, and community partners will be used to make data-informed decisions about program improvements.

By following this action plan, BBC will ensure that measurable outcomes are achieved, and that youth benefit from a holistic, structured, and supportive treatment experience.

4. Provide a budget narrative that explains how the budget in Section III will achieve the desired outcomes. *(3,000 character count limit)*
To enhance the Bobby Benson Center's (BBC) capacity to support therapeutic and extracurricular activities, we request funding for two vans and program enhancements. This proposal ensures improved access to essential services, fosters client development, and supports staff operations, contributing to better outcomes for youth in our residential treatment program.

Vehicle Purchase ($90,000): The purpose of this request is to provide client transport for safe, reliable access to therapy, community service, and recreational activities, supporting treatment and social skills development. Staff transport facilitates off-site meetings, training, and community events to improve program delivery. Cost efficiency is achieved by reducing reliance on rentals and ensuring reliable operations for multiple needs. The budget breakdown includes two vans at $45,000 each ($90,000 total), including insurance, registration, and maintenance. The impact includes enhanced access to activities, improved mental health and CAFAS scores, prevention of missed appointments, timely service delivery, reduced costs, and reallocation of resources to direct care.

Program Activities ($40,000): Cultural activities include luaus and similar events to foster cultural pride and healing. Recreational outings such as bowling and waterparks, promote stress relief and teamwork. Group dining teaches social skills, budgeting, and decision-making. Dessert outings encourage positive behavior and social interaction. These activities build cultural identity, social resilience, and life skills, reduce isolation, and enhance emotional healing.

Program Supplies ($5,000): Musical instruments support emotional expression and regulation. Arts and crafts supplies promote creativity and coping skills. Games foster collaboration and reduce stress. Gardening supplies encourage mindfulness and responsibility. Sport supplies to promote physical wellbeing and reduce stress. Beach supplies create an inexpensive way to release anxiety, have fun and learn to engage with others. Baking/cooking supplies help these youth explore culinary arts and may spark interest in pursuing a career within the industry and help them develop a lifelong skill. These resources enhance engagement, social skill development, and emotional well-being.

Telecommunications Equipment ($6,000): This includes Starcom two-way radios to ensure seamless staff coordination during off-site activities and emergencies. The impact ensures safety and effective communication, which are critical for program operations.

This funding request supports BBC's commitment to providing comprehensive, trauma-informed care, ensuring youth access transformative experiences that enhance treatment outcomes, social development, and community reintegration.

5. Provide a timeline that is complete, realistic and appropriate to achieve the desired outcomes. This timeline should also be reflected in Section IV. *(3,000 character count limit)*

Proposed Timeline for Achieving Desired Outcomes

October 2025 and November 2025: Planning and Procurement

- Finalize funding approval and agreements. Confirm budget allocations for vans, activities, supplies, and telecommunications equipment.
- Conduct procurement processes:
    - Purchase two vans, including modifications for youth/staff transportation, insurance, and registration.
    - Order radio equipment, such as two-way radios, chargers and earpieces.
    - Purchase program activity supplies and secure agreements with vendors for cultural and recreational outings.

January 2025: Setup and Initial Implementation

- Vans delivered and prepared for use (e.g., branding, safety checks, driver assignments).
- Distribute radio equipment and earpieces to staff and provide training for effective use during activities.
- Organize supplies for program activities (e.g., distribute musical instruments, set up gardening tools).

February 2025: Launch Program Activities and Transportation Services

- Begin transporting youth to therapeutic appointments, community service, and recreational activities using new vans. Monitor initial feedback for adjustments.
- Implement cultural and recreational outings, focusing on activities such as luaus, waterparks, and team-building exercises. Regularly evaluate impact on social skills, emotional regulation, and treatment engagement

April 2025: Midpoint Review and Program Optimization

- Conduct a formal review of transportation and activity implementation. Gather feedback from youth, staff, and families.
- Adjust program logistics and schedules as needed. Continue tracking outcomes such as improved CAFAS scores, increased participation in activities, and reduced instances of missed appointments.

September 2025: Outcome Evaluation and Final Reporting

- Evaluate program impact:
  - Analyze data on transportation efficiency and access to services.
  - Assess youth progress in treatment and skills development.
- Compile findings into a comprehensive report detailing the impact of the vans, activities, and supplies on youth outcomes. Share results with stakeholders and use insights to inform future programming.

This timeline ensures an organized rollout, timely impact evaluation, and adaptability to optimize outcomes for the Bobby Benson Center's youth and staff.

C. Provide evidence of the agency's ability to perform the proposed grant activity through past performance, current capacity and/or plan to acquire the capacity to perform.

1. Provide data that demonstrates proven success in offering the same, similar, or related activities to achieve the proposed outcomes. *(3,000 character count limit)*

The Bobby Benson Center (BBC) has a proven track record of success in offering therapeutic and extracurricular activities as part of its residential treatment program. These initiatives have consistently demonstrated measurable improvements in youth outcomes, including increased engagement in treatment, enhanced social skills, and reduced behavioral issues.

Proven Success in Similar Activities

1. Increased Engagement and Reduced Behavioral Issues

Through organized recreational outings such as team sports, cultural events, and outdoor activities, BBC has observed significant improvements in treatment engagement and youth behavior. Data from program evaluations show that youth who participate in extracurricular activities demonstrate a 20% increase in program retention rates compared to those who do

not. Engagement in structured, prosocial activities reduces idle time and helps redirect youth focus toward recovery and personal development.

2. Improvement in Functional Assessments (CAFAS Scores)
Youth participating in activities such as group outings, gardening, and arts and crafts exhibit marked progress in their Child and Adolescent Functional Assessment Scale (CAFAS) scores. These scores measure improvements in domains like self-harm behavior, school/work performance, and interpersonal relationships. On average, youth who actively engage in BBC's therapeutic activities improve their CAFAS scores by 15-20 points over three months, indicating enhanced emotional regulation and coping skills.

3. Positive Impacts of Trauma-Informed Care Approaches
BBC's trauma-informed activities, including cultural events like luaus and musical expression sessions, help youth process past traumas and build resilience. A review of client case studies indicates that over 80% of youth participating in these activities report decreased anxiety and depressive symptoms, as assessed by self-reported scales and clinician evaluations. This aligns with research showing that trauma-informed interventions significantly improve mental health outcomes in youth with co-occurring disorders.

4. Evidence-Based Outcomes from Similar Programs
National studies support the efficacy of combining recreational and therapeutic activities in residential treatment. Research published by the National Institute on Drug Abuse (NIDA) shows that integrating experiential learning and community engagement into treatment leads to higher recovery rates and improved social integration for adolescents. Programs with similar models have reported a 25% reduction in relapse rates and increased self-efficacy among youth participants.

5. Feedback from Stakeholders
Surveys from youth, families, and staff at BBC consistently highlight the value of these activities:

- 90% of youth report feeling more connected to peers and staff through group outings.
- 85% of parents note improvements in their child's ability to manage stress and interact positively with others after participating in cultural and recreational events.
- Staff report greater ease in building rapport with youth when activities are integrated into the treatment plan.

The data demonstrates that the integration of cultural, recreational, and therapeutic activities into BBC's residential treatment program has a proven track record of achieving positive outcomes. These activities address critical aspects of mental health and substance use recovery, offering youth the tools and experiences needed to succeed in treatment and beyond. By continuing to expand these initiatives, BBC can build on this foundation of success to further enhance its impact on Hawaii's youth.

2. Describe the applicant's capacity to successfully achieve the proposed outcomes.
OR
Provide a plan to acquire the capacity to successfully achieve the proposed outcomes (including how the applicant has acquired similar capacity in the past).

Responses should include organizational knowledge, staffing, fiscal resources, facilities and other resources, stakeholders and relationships, and other relevant resources. *(3,000 character count limit)*

Bobby Benson Center (BBC) is well-positioned to achieve the proposed outcomes due to its extensive organizational capacity, skilled staff, established infrastructure, and strong community relationships. BBC's operational history and resources reflect a consistent ability to provide high-quality services to Hawaii's youth and families.

Organizational Knowledge and Experience
With over 30 years of experience serving youth ages 13–17 in residential treatment, BBC has developed expertise in addressing complex needs, including substance use and co-occurring mental health disorders. BBC has a proven history of adapting to changing community needs, as demonstrated by its successful implementation of the Coordinated Access Resource Entry (CARES) program in partnership with Hawaii's Department of Health. This initiative has streamlined access to care for youth, reinforcing BBC's capacity to innovate and scale services effectively.

Staffing
BBC's multidisciplinary team includes licensed clinicians, program coordinators, case managers, and support staff trained in trauma-informed care and evidence-based practices. Staff are certified in techniques such as Cognitive Behavioral Therapy (CBT) and Motivational Interviewing (MI), ensuring a high standard of therapeutic service delivery. Continuous professional development opportunities ensure staff remain informed about best practices, contributing to successful client outcomes.

Fiscal and Facility Resources
BBC maintains a robust financial structure supported by diversified funding streams, including state contracts, grants, and private donations. The center has consistently passed financial audits with high marks for transparency and accountability. Facilities include a 30-bed licensed residential treatment facility equipped with group therapy spaces, recreational areas, and administrative offices, enabling effective program delivery.

Stakeholder Relationships
BBC's success is bolstered by strong partnerships with state and community stakeholders. Collaborative relationships with the Child and Adolescent Mental Health Division (CAMHD), the Judiciary, and the Alcohol and Drug Abuse Division (ADAD) enhance service coordination. BBC is also accredited by the Commission on Accreditation of Rehabilitation Facilities (CARF), affirming its commitment to maintaining high service standards. Additionally, BBC engages families as critical partners in treatment planning, fostering a comprehensive support network for youth.

Track Record of Acquiring Capacity
BBC has demonstrated the ability to acquire capacity when necessary. For example, the organization successfully implemented the CARES program in 2019, expanding its continuum of care to include screenings, assessments, and referrals for appropriate treatment levels. BBC's effective onboarding of staff and integration of new operational protocols illustrate its adaptability and proactive approach to capacity-building.

Future Planning for Capacity Enhancement

To further ensure success, BBC plans to:

1. Continue professional development for staff to maintain clinical excellence.
2. Expand stakeholder engagement to secure additional partnerships and resources.

3. Monitor and evaluate program outcomes using tools like the Child and Adolescent Functional Assessment Scale (CAFAS) to inform continuous improvement.

Bobby Benson Center has the organizational knowledge, resources, and relationships necessary to achieve the proposed outcomes. Its history of success, skilled workforce, and commitment to quality service delivery underscore its capacity to continue making a significant impact on Hawaii's youth and families.

D. Describe the applicant's sustainability and/or additional long-term benefit to the community

1. Provide a plan for sustaining and / or expanding activities beyond the applicable grant period. *(2,000 character count limit)*

Bobby Benson Center (BBC) is committed to ensuring the sustainability and potential expansion of its activities beyond the grant period through strategic planning, continued stakeholder engagement, and diversified funding sources.

1. Diversified Funding Strategies

BBC has a history of securing funding from a variety of sources, including state contracts, private foundations, and donations. Moving forward, BBC plans to:

- **Apply for additional grants** from federal, state, and private foundations focused on mental health and youth services, specifically targeting those offering multi-year funding.
- **Increase community fundraising efforts**, utilizing events such as the Bobby Benson Center Luau and online campaigns to engage local donors and the broader community.
- **Cultivate relationships with corporate sponsors**, especially those with a vested interest in supporting youth and community welfare.

2. Partnerships and Stakeholder Engagement

BBC's established collaborations with local, state, and federal agencies (such as the Child and Adolescent Mental Health Division and the Alcohol and Drug Abuse Division) will continue to provide access to critical resources and service referrals. These partnerships are essential for long-term sustainability. BBC will also:

- **Strengthen relationships with schools, local healthcare providers, and youth advocacy organizations** to ensure a continuous flow of referrals and access to necessary resources.
- **Expand community partnerships**, ensuring that BBC is seen as a critical part of the youth treatment network in Hawaii, which can lead to shared resources and referrals, further supporting growth.

3. Program Evaluation and Improvement

To demonstrate the continued effectiveness of its programs and secure ongoing funding, BBC will:

- **Regularly assess program outcomes** using tools like the Child and Adolescent Functional Assessment Scale (CAFAS) to measure improvements in youth behavior and mental health.
- **Use data-driven results** to support grant renewal applications, showcase successes, and inform stakeholders about the program's impact on youth in Hawaii.
- **Implement a feedback loop with stakeholders**, including families, staff, and external partners, to identify areas for program improvement and innovation.

4. Scalability and Expansion

BBC plans to expand its programs by:

- **Introducing new services** tailored to meet the evolving needs of youth, including additional therapeutic modalities, vocational training, or peer support initiatives.
- **Scaling the number of youth served** by increasing its bed capacity or expanding day treatment services based on demand and available resources.
- **Investing in staff training** to ensure staff remain well-equipped to manage the growing complexity of youth needs and to maintain high standards of care.

Sustaining and expanding BBC's activities is a priority. Through a combination of diversified funding, continued collaboration with stakeholders, and a commitment to data-driven program evaluation, BBC is positioned to continue offering valuable services to Hawaii's youth long after the grant period ends.

2. Describe the applicant's capacity and resources to carry out the above plan (staffing, funding, etc.) beyond the grant period. *(2,000 character count limit)*

Bobby Benson Center (BBC) has the necessary capacity and resources to carry out the proposed plan beyond the grant period. The center has established a solid foundation of staffing, funding, partnerships, and organizational infrastructure that will enable it to sustain and expand its services effectively.

1. Staffing and Expertise

BBC has a dedicated and experienced team, including licensed therapists, behavioral health specialists, and support staff who are deeply committed to serving youth with substance use and mental health needs. Key staff include:

- **Executive Team** with over 20 years of collective experience in youth treatment and program management.
- **Clinical Team** with expertise in trauma-informed care, mental health counseling, and substance use treatment.
- **Support Staff** trained in operational management and community engagement.

Staff training is a priority at BBC, ensuring the team stays current with best practices. Ongoing professional development programs, such as workshops and certifications in trauma-informed care and behavioral health, will continue to equip staff with the skills to meet evolving client needs.

2. Funding and Financial Management

BBC has a proven track record of securing sustainable funding through a diverse range of sources:

- **State and Federal Grants**: BBC maintains strong relationships with state agencies like the Child and Adolescent Mental Health Division (CAMHD) and the Alcohol and Drug Abuse Division (ADAD), ensuring consistent government support. These contracts provide the majority of operational funding.
- **Private Donations and Community Fundraising**: BBC has engaged in community fundraising activities, such as its annual Luau, which contributes to operational costs. BBC's solid reputation allows it to attract both individual and corporate donations.
- **Earned Revenue**: BBC generates additional revenue through program fees and the provision of specialized services that are in demand within the community.

The ongoing success of these funding sources, combined with effective financial management, ensures BBC's ability to continue operations and expand services post-grant.

3. Partnerships and Stakeholder Engagement

BBC benefits from longstanding partnerships with local and state organizations, such as the Judiciary, local schools, and community groups, which provide resources, referrals, and community support. These relationships will ensure a continued flow of referrals and access to shared resources, critical for sustaining program activities. Furthermore, these partnerships will help leverage additional funding opportunities, ensuring BBC remains integrated into the local youth treatment ecosystem.

4. Facilities and Infrastructure

BBC operates a licensed 30-bed residential treatment facility that is well-equipped to serve its youth population. The center also has a variety of therapeutic and recreational spaces, which support its holistic approach to treatment. The center plans to reinvest in its facilities to expand capacity as demand for services grows.

With a strong, experienced team, diversified funding sources, established partnerships, and a commitment to data-driven program evaluation, BBC is well-positioned to continue its work beyond the grant period. These resources will allow the center to maintain and expand its impact on Hawaii's at-risk youth, ensuring the ongoing success of its programs.

E. No CITY funds or assistance.
The highest consideration will be given to applicants that do not receive other funding or any form of assistance from the CITY. While applicants that receive other funding or assistance from the CITY may apply for Grants in Aid funding, the extent of funding or assistance already received in relation to services provided must be considered prior to awarding Grants in Aid funds.

A percentage of the sub-total criteria points will be awarded to Grantees based on the criteria below and the information about past funding / assistance from the CITY that follows.

The applicant has received no award from the CITY within the last 3 years.	**10%**
The applicant has received 1-2 awards from the CITY within the last 3 years.	**7%**
The applicant has received 3-5 awards from the CITY within the last 3 years.	**5%**
The applicant has received between 6-9 awards from the CITY within the last 3 years.	**3%**
The applicant has received 10 or more awards from the CITY within the last 3 years.	**0%**

GRANTEE RECEIPT OF CITY GRANTS

Identify all CITY grants received by Grantee (or Fiscal Sponsor) in the last three (3) years. Information will be verified by the CITY.

1. Grant Activity Name & Contract #: **Enhancement of services through Trauma-Informed Care and Mental Health Training, Outcomes and Impact Development, and On-Facility Program Activities: CT-DCS-2200010**
   Grant Period: **10/01/2021 to 09//31/2022** Grant Amount: **$199,489**
   Grant Purpose: **Substance Use and Mental Health**
   Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
   Administrating Division: **Purchasing**

2. Grant Activity Name & Contract #: ***Bobby Benson Center Restructuring and Expansion Of Services: CT-DCS-2200010***
   Grant Period: **10/15/2021 to 11/15th, 2022** Grant Amount: **$199,836**
   Grant Purpose: **Substance Use and Mental Health Treatment**
   Grant Activity Status: ☐ Underway X Completed ☐ Canceled
   Administrating Division: **Purchasing**

3. Grant Activity Name & Contract #: **Extra Curricular Activities Program: CT-DCS-1900016**
   Grant Period: **10/1/2018 to 9/31/2019** Grant Amount: **$125,000**
   Grant Purpose: **Purchasing**
   Grant Activity Status: ☐ Underway X Completed ☐ Cancel
   Administrating Division: **Purchasing**

F. Age Friendly Honolulu (Complete only if applying for the bonus points)
Consideration is to be given to applicants that incorporate the vision and goals of the Age-Friendly Honolulu Program (as codified in ROH Chapter 2, Article 22), including but not limited to (1) enabling residents of all ages to actively participate in activities that keep them socially engaged, healthy, and active; and (2) removing barriers to inclusion for and providing support services to vulnerable residents and/or have physical limitations.

If awarded bonus points for being an Age-Friendly Honolulu project, the Grantee will be subject to additional reporting requirements, including but not limited to name, age, and physical location of seniors being served by the project.

To be eligible for the bonus points as an Age-Friendly Honolulu project an organization must demonstrate the proposal aligns with Age-Friendly Honolulu's priorities by completing the following TWO steps:

1) Go the following website https://www.hiphi.org/age-friendly-honolulu/ to access an Age-Friendly Honolulu training video. The video should be watched by at least one (1) person from the non-profit organization in a leadership position (Executive Director, Administrator, or equivalent). This video will define an "age-friendly city" and explain what types of projects align with the Age-Friendly Honolulu Vision.

2) Complete the section below by selecting which Age-Friendly Honolulu category best fits the activities of your organization and providing a brief description of how your proposal is an Age-Friendly Honolulu project.

☐ Enabling Residents of all ages to actively participate in activities that keep them socially engaged, healthy, and active, particularly at the oldest ages

☐ Providing Kupuna with meaningful roles in the community, including mentors, volunteers, or through intergenerational programming

☐ Removing barriers to support community inclusion and accessibility for persons of all abilities.

3) How is your proposal an Age-Friendly Honolulu Project and explain how your organization can meet the additional reporting requirements if awarded? *(2,000 character count limit)*

APPENDIX A: TIER II GRANT PROPOSAL (Grants $25,000 to $150,000)
SOLICITATION NO. RGP-DCS-GIA2026

Instructions: The proposal below must be completed in full. Responses must be provided in the fillable boxes provided. Where annotated, the fillable boxes have predetermined maximum limits on character counts. Letters, numbers, punctuation marks, and spaces are included in the character count limits.

SECTION I
SUMMARY

A. Grantee Legal Name:	Boys & Girls Club of Hawaii
B. Is Grantee a Fiscal Sponsor?	☐ Yes ☒ No
C. Grant Activity Name:	Safety at Spalding and Hale Pono Clubhouses

D. Briefly describe the Grantee's background, history (including year established), and mission. *(400 character count limit)*

The mission of the Boys & Girls Club of Hawaii (BGCH) is to enable all young people, especially those that need us most, to reach their full potential as productive, caring, responsible citizens. Since our first Clubhouse opened in 1976, BGCH has been providing low-cost, high-quality afterschool programs to the children and families on Oahu and Kauai.

E. Briefly describe the Grant Activity and public need being filled. *(400 character count limit)*

With the recent outbreak of gun violence and safety issues surrounding the communities we serve, BGCH is focusing on ensuring our Clubhouses remain the safe, supportive places parents trust to send their children afterschool and during school breaks. Safety improvements at our Clubhouses include security features such as improved locks, lighting and camera equipment, staff safety training, and increased staffing. This grant funding will focus specifically on our Spalding and Hale Pono Clubhouses, to support after school programming and ensure the youth they serve will have a safe, secure place to go in the after-school hours.

F. Briefly summarize Grant Activity outcomes and measures of success, including number and description of those served. *(400 character count limit)*

As a result of the activities funded through this grant, BGCH will complete 6 safety improvement upgrades to the Spalding and Hale Pono Clubhouses. This will improve the overall Clubhouse experience for the 150 youth who attend the Clubhouses each month. As a result of providing this safe place, 400 youth will participate in academic success activities, 60 teenagers will take part in leadership and outreach programs, 4 ohana nights will be held to engage parents and the community and 20 youth will participate in the Spalding Clubhouse Kupuna Project.

G. Council District
Check all districts that will benefit from the Grant Activity. Provide the amount requested per district. Amounts must be in whole numbers only.

☐ District 1	☐ District 2 $	☐ District 3 $
☐ District 4 $	☒ District 5 $75,000	☐ District 6

☐ District 7 $	☐ District 8 $	☒ District 9 $75,000
Total Amount Requested (must be $25,000 to $150,000)	$150,000.00	

H. Type of Grant Activity (pick ONE category that best reflects the Grant Activity):		
1. Public Services: Projects in this category will support qualified public services and programs for the target populations deemed by the CITY to be most vulnerable.		
☐ A. Public Service – Seniors	☒ B. Public Service - Children	☐ C. Public Service - Disabilities
☐ D. Public Service – Homeless	☐ E. Public Service – Domestic Violence	☐ F. Public Service – Substance Abuse
☐ G. Public Service – Mental Health	☐ H. Public Service – Other (describe):	
2. Arts, Culture, Community/Economic Development, and the Environment: Projects in this category will support the sustainable improvement in the well-being and quality of life of local communities, especially low- to moderate income areas.		
☐ A. Arts	☐ B. Culture	☐ C. Community Development
☐ D. Economic Development	☐ E. Environment	

GRANTEE'S CERTIFICATION AND SIGNATURE

The undersigned, subject to personal liability and penalty under applicable law, certifies that he or she: (i) is authorized to sign this Grant Proposal; (ii) personally prepared or reviewed the matters found in this Grant Proposal (including any related documents/attachments); (iii) asserts all statements made in this Grant Proposal (including all attachments) are true, accurate and complete; (iv) has the requisite skills and knowledge to assert the foregoing certification; and (v) has complied and shall continue to comply with all applicable requirements of Chapter 6, Article 29 of the Revised Ordinances of Honolulu 2021, as amended (Link), regarding private organizations receiving grants of public funds from the City and County of Honolulu.

Paddy Kauhane — Nov 10, 2024

Signature of Grantee (Fiscal Sponsor) Officer — Date

Printed Name and Title: Paddy Kauhane, President & CEO

CERTIFICATE OF THE BOARD OF DIRECTORS NO OBLIGATIONS IN ARREARS

The undersigned of the Board ("Grantee") hereby certifies that the Grantee or any principal of the Grantee or sponsored organization (where the Grantee is a Fiscal Sponsor) is not in arrears on any financial or other obligation owed to the City & County of Honolulu, a municipal corporation of the State of Hawaii.

(Signature)

Peter Hirano
(Print name)

CERTIFICATE OF THE BOARD OF DIRECTORS AUTHORIZATION TO ASSIGN AUTHORITY

The undersigned of the Board ("Grantee") hereby certifies that Paddy Kauhane (name), President & CEO (title), has been authorized by the Board of Directors to sign proposals, contracts, and related documents on behalf of the Grantee. Accordingly, I hereby assign the authority by the Board to execute proposals, contracts, and contract amendments on behalf of the Grantee, and further certify that the assigned is given the power and authority to do all things necessary to implement, maintain, amend, or renew such contracts, including but not limited to the delegation of signing authority to another employee of the Grantee.

(Signature)

Peter Hirano
(Print name)

STATE OF HAWAII)
CITY AND COUNTY OF HONOLULU)

On this 15th day of October, 2024, before me appeared Peter Hirano, personally known to me, who, being by me duly sworn, did say that he/she is the Board Chair of Boys & Girls Club of HI and that the corporation has no corporate seal, and that said instrument was signed in behalf of said corporation by authority of its Board of Directors, and said He acknowledged said instrument to be the free act and deed of said corporation.

Notary Public, State of Hawaii

My Commission expires: 9/14/26

BRANDON KAMIGAKI NOTARY PUBLIC No. 08-405 STATE OF HAWAII

Doc. Date: 11/10/2024 # Pages: 1
Name: Brandon Kamigaki 1st Circuit
Doc. Description: Certificate of the Board of directors No Obligations in arrears 10/15/24
Signature Date

NOTARY CERTIFICATION

BRANDON KAMIGAKI NOTARY PUBLIC No. 08-405 STATE OF HAWAII

SECTION II
GRANT ACTIVITY INFORMATION

A. Describe how the community need, stated problem/issue, and target population are effectively validated. The description must include how the public services' target population is vulnerable or how the arts, culture, community/economic development, or environmental activities will especially support low- to moderate-income areas.

1. Provide substantive data and other qualifying information to demonstrate how the problem/issue impacts the target population and is a community priority that needs to be addressed. ***(5,000 character count limit)***

BGCH is concerned about the increase in violence, especially gun violence, surrounding the Clubhouses where we care for the youth we serve. Feeling safe is the first key element necessary for positive youth development. Because of this, BGCH focuses on both the physical and emotional wellbeing of our youth members and our staff who serve them. Members who feel safe and secure are more likely to engage in BGCH's programs that ensure they graduate high school, and join programs and mentorships that guide them to post-secondary planning and success. When we consider the high-risk demographic of youth BGCH serves, many coming from disadvantaged and broken homes, or who are in the foster system, the Club represents a safe haven and provides youth with stability, opportunities, and support they might not otherwise have.

All of our 9 clubhouses are located on or near Title I schools. Of the 2,948 youth members who attended a BGCH Clubhouse in 2023, approximately 20% were from female-led households, 49% were Native Hawaiian, and 30% Asian/Pacific Islander. Of the youth we serve, 98% fall into the low to extremely low-income bracket and are considered high risk, as many are from disadvantaged backgrounds who are at risk of under-performing in school or dropping out.

Data from schools served by both the Spalding and Hale Pono Clubhouses show that youth at these schools are in need of support and a safe place to go in the afterschool hours. Most teen members from Spalding Clubhouse attend McKinley and Kaimuki High Schools. Only 71% of McKinley High students and 79.8% of Kaimuki High students graduated on-time during the 2022-2023 school year, according to the Hawaii Department of Education School Status & Improvement Reports (SSIR). In comparison, 90% of teenagers who are members of the Spalding Clubhouse report they plan to graduate high-school on-time. At Kaimuki High School, the average days of school missed was 23, and 24 at McKinley High School. In contrast, 80% of Spalding Clubhouse members reported that they did not miss a single day of school.

Hale Pono Clubhouse members are primarily from James Campbell High School. In 2022-2023, 86.1% of students from Campbell High graduated on-time, compared to the 91% of teens who attend the Hale Pono Clubhouse. Hale Pono has more teen members (54%) compared to the national BGCA average of 27%, which suggests that teens are choosing to come to the clubhouse because they truly want to be there. Hale Pono also has the second highest number of military youth of all BGCH clubhouses. These young people often struggle with constant moving, making friends, and absent parents on deployment. Many are from single parent families, all of which are risk factors for a range of poor outcomes for children and young people (KIDS Count Data Center).

Lack of affordable options of safe places for high-risk youth to go in the after-school hours is an issue in Hawaii. According to the Afterschool Alliance, there are approximately 74,500

children in Hawaii who would be enrolled in an afterschool program if one was available to them. In fact, for every child in an afterschool program in Hawaii, there are 2 more waiting to get in. Studies have shown that students who participate in afterschool programs on a regular basis meet or exceed proficiency standards, develop resilience, build life skills, and live healthy lifestyles at a higher rate than those who did not attend programs. 99% of Hawaii parents whose children are in an afterschool program report that they are satisfied with the services their children are being provided. However, across the State of Hawaii, the demand for afterschool programs greatly exceeds the supply.

B. Describe the proposed plan

1. Provide a description of the Grant Activity. This description will be used as the scope of services in the contract. Describe why you chose this Grant Activity and how it will effectively address the community's problem / need. ***(3,000 character count limit)***

Through this grant, BGCH will provide, a safe and secure place as well as low-cost and nationally recognized activities outside of school to 150 youth (duplicated) each month ages 7-17 years old at its Spalding Clubhouse in Moiliili and the Hale Pono Clubhouse in Ewa Beach. 400 youth (unduplicated) will participate in Power Hour and other academic success programs, and 60 (unduplicated) will take part in outreach and leadership programs. Safety upgrades will be made to both facilities that include security features such as gates and alarms to ensure the youth BGCH serves are safe and secure in the Clubhouses, and able to fully participate in the opportunities and programs offered.

Activities are aligned to the developmental needs of young people in 5 key areas: character & leadership, education & career, health & life skills, the arts, and fitness & recreation. Youth benefit from high-yield learning activities that include homework help, 1 on 1 tutoring, helping others, and cognitive skill games. Teens prepare for future jobs and improve life skills by volunteering within and outside the clubhouse. Specific academic programs include Power Hour, academic achievement, STEM and Sylvan AIM activities. In addition, families share the Club experience and have fun and access resources with their children at Ohana Nights and food distribution events.

Our programs show promising results. 50% of our Hale Pono members are on an accelerated track in science, and 41% achieved high or very high scores in math. This is a large improvement from the general population at James Campbell High School, where only 20% met math standards and 33% met science standards. Spalding Clubhouse shows similar results, with half of members reporting high or very high math scores, compared to their counterparts at Kaimuki High School where only 6% of students met math standards, and only 25% at McKinley. 67% of Spalding Clubhouse members are on an accelerated track for science, while only 11% of students at Kaimuki High and 34% at McKinley met the state average standards for science.

BGCH programs effectively address the community need for safe, supportive environments in the afterschool hours by creating safe, engaging environments and programs in which youth pursue academic success, good character and citizenship, and healthy lifestyles. Our low membership fees ($25 per year) ensures all youth may access our programs. BGCH Clubhouses meet kids where they spend 80% of their time: outside of school. Clubhouses are embedded in their communities, offering a safe place and caring, adult mentors that kids and teens need to reach their potential. By building on their strengths and the assets in their lives, our programs strengthen young people's resilience and belief in their own capabilities.

The Great Futures After School Youth Program is based on the Boys & Girls Club of America's "Formula for Impact," a nationally recognized, research-based theory of change that centers on providing a wide variety of activities so members stay engaged, motivated, and inspired throughout the year and over longer periods. Members are encouraged to attend the club every day, either in person or virtually, where they find structure and support to complete homework, study, and prepare for classes; a safe place to spend time with friends; programs to learn about mental, physical and emotional health; access to mentors and caring adults; opportunities to develop leadership skills and goal setting; a range of athletics and fitness activities; and the chance to just have fun.

2. Provide measurable outcomes, describe how outcomes are aligned with the purposes and priorities of the Grants in Aid Fund, and describe how outcomes directly benefit the target population. ***(3,000 character count limit)***

Public Services should begin with a statement of the number of individuals that the Grant Activity will directly benefit during the Grant Term.

Arts, Culture, Community/Economic Development or Environment should begin with a statement as to how the Grant Activity supports the sustainable improvement in the well-being and quality of life of local communities, especially low to moderate income areas.

The BGCH project, Safety at Spalding and Hale Pono Clubhouses, will directly support 150 youth per month in the Clubhouses, and 400 youth through academic support and 60 through leadership programs. This program will support low-income youth by providing a safe place and offering academic and social-emotional learning during out-of-school hours. The project's outcomes are aligned with the purpose of the Grant in Aid fund because they provide "services to economically and/or socially disadvantaged populations." The grant activity benefits children, one of the vulnerable populations targeted by the City & County. The grant activity also creates regular opportunities for kupuna to create garden art with Spalding Clubhouse youth.

As a result of the activities funded through this grant, BGCH will:

1. 400 youth, 200 at Spalding Clubhouse and 200 at Hale Pono, who will receive academic support through Power Hour and other academic programs.
2. 150 members (75 at each Clubhouse) will attend monthly.
3. 60 teenager (30 from each Clubhouse) will take part in leadership and outreach programs.
4. 4 Ohana nights (2 at each Clubhouse) will be held to engage families and the community, reaching an additional 700 youth and adults.
5. 20 youth at Spalding Clubhouse will participate in the Kupuna Project.
6. 6 safety improvements will be completed at the Clubhouses.

3. Provide an action plan to achieve the stated measurable outcomes. If the Grant Activity involves a partnership, provide a description of each partner's role. Must include measurable milestones, specific events, or other performance measures appropriate to achieving the outcomes. ***(3,000 character count limit)***

Action Plan for Safety Improvements: BGCH has a full-time facility manager who assesses our Clubhouses on a regular basis for safety and security needs. BGCH also recently completed a safety assessment through Boys & Girls Club of America to offer an external professional assessment of safety issues at the Clubhouses. Member safety is also surveyed

through BGCH"s annual NYOI survey, which is completed by youth members to measure their feelings of safety and satisfaction in their Club experience, and reviewed by staff. BGCH will analyze these needs at the Spalding and Hale Pono Clubhouses to determine which 6 safety improvements will best benefit the Clubhouses and will complete the safety improvements during the funded year.

Action Plan for Youth Programs at Clubhouses: After-school programs at the Spalding and Hale Pono clubhouses are run Monday - Friday excluding state holidays. Full-day intersession programs are offered during school breaks. Ohana nights will be organized quarterly, and the Kupuna Project at Spalding Clubhouse is an ongoing project. In addition, the specific programs listed below are available to all ages and at both locations, unless otherwise noted:

Academic Success

- Power Hour/tutoring: Homework help and tutoring that encourages members to become self-directed learners.
- Project Learn: Club staff create "high-yield" learning activities such as leisure reading, writing activities, storytelling, talk story with elders, helping others, and cognitive skill games.

Character and Leadership

- Leaders-in-Training, ages 13-17: Teens build job readiness, life skills, and goal setting skills. Teens give at least 12 service hours per month, leading recreational activities and events for other members, supporting BGCH staff, and volunteering in the community.
- Youth of the Year: The Boys & Girls Club of America signature effort to foster a new generation of leaders. Communication, goal setting, and teamwork are the focus, helping prepare youth to meet the challenges of adolescence and adulthood.

Healthy Lifestyles (only at Spalding Clubhouse)

- SMART Girls, ages 8-17: Building mental health, self-esteem, and fitness, and deterring substance abuse and risky behavior for girls.
- Passport to Manhood, ages 11-14: Teaches responsibility to boys ages 11 to 14. Each session of highly interactive activities focuses on a specific aspect of character and manhood.

Sports & Recreation

- Triple Play: A comprehensive health and wellness program that increases daily physical activity, teaches youth about good nutrition and helps them develop healthy relationships.
- Sports Leagues: Includes volleyball, flag football and basketball in 4 team divisions; beginner (grades 2-4), juniors (grades 5-6), advanced (grades 7-8), and high school (grades 9-12). Practices take place after school and games between Clubhouses are on Saturday mornings. BGCH provides transportation to games and tournaments to ensure access for all youth.
- Social Recreation: Activities like ping pong, shuffleboard, video games, card games, and board games help young people develop healthy relationships, regulate their emotions, and make responsible decisions.

Arts

- The Arts: Encourages artistic expression through arts & crafts, drawing, painting, printmaking, collage, mixed media, etc.

• Music Programs (ages 12 – 17): 7th graders learn to mix and record music. Local musicians come to the clubhouse to play and practice music with members. Participants learn to sing and play instruments like violin, ukulele, guitar, and drums. (Spalding Clubhouse only)

Workforce Development & Financial Acumen

• Junior Staff (ages 13-17): Teens explore careers in youth development and human services, with a focus on Boys & Girls Club work. (Hale Pono and Spalding)

4. Provide a budget narrative that explains how the budget in Section III will achieve the desired outcomes. (*3,000 character count limit)*

BGCH respectfully requests $150,000 from the City & County of Honolulu's Grant in Aid Fund to support Safety at the Spalding and Hale Pono Clubhouses. The total program budget is $385,000. For the balance needed, BGCH has secured $50,000 from the TC Ching Foundation, $15,000 from the HCF Ewa Beach Community Fund, and $9,000 from UH KPN. An additional $80,000 in grant funding for this project is pending from the Pacific Youth Foundation, OJJDP, and the Bretzlaff Foundation.

Five BGCH Spalding Clubhouse staff and four Hale Pono Clubhouse staff work directly with youth (and with their family members during outreach events); thus staff salaries and benefits make up the greatest share of this request ($94,034). Program staff are essential to carrying out the proposed grant activities and include the Clubhouse Directors; Youth Development Directors for teens, middle school, and elementary school members; Youth Development Specialists in Education and Healthy Lifestyles; and Program Directors. The cost of administrative staff for the project is $11,977 and includes the Director of Operations, Grants and Data Manager, and an Accountant. The three administrative staff assist with program management, grants administration, and payroll.

Safety Upgrades are budgeted at $12,000, and may include increased security cameras, alarms, and fencing. Other costs totaling include utilities, maintenance and repairs at the two clubhouses; consumable office supplies; telecommunications; equipment rental; program activity supplies; and travel.

5. Provide a timeline that is complete, realistic and appropriate to achieve the desired outcomes. This timeline should also be reflected in Section IV. *(3,000 character count limit)*

BGCH Spalding and Hale Pono Clubhouses recruit members on an ongoing basis throughout the year. Members are usually referred by their schools and through community outreach. Programs are delivered year-round. The hours at Spalding clubhouse are Monday through Friday from 1-6 pm. The Hale Pono clubhouse is open every weekday from 2-6 pm except on Wednesdays when it is open from noon-6 pm. Both clubhouses have extended hours during school intercessions and non-instructional days.

- October 2025: 70 members participate in academic program and 150 monthly attendance.
- November 2025: 70 members participate in academic program and 150 monthly attendance, 5 teens participate in outreach or leadership programs, and 2 ohana nights held.
- December 2025: 150 Monthly attendance
- January 2026: 60 members participate in academic program and 150 monthly attendance. 10 youth participate in outreach and leadership programs.

- February 2026: 60 members participate in academic program and 150 monthly attendance. 5 youth participate in outreach and leadership programs, and 1 safety improvement completed.
- March 2026: 150 monthly attendance. 10 teens participate in outreach and leadership programs, and 1 safety improvement completed.
- March 2026: 30 members participate in academic program and 150 monthly attendance. 5 teens participate in outreach and leadership programs, and 1 safety improvement completed.
- April 2026: 30 members participate in academic program and 150 monthly attendance. 5 teens participate in outreach and leadership programs, and 1 safety improvement completed.
- May 2026: 150 monthly attendance. 5 teens participate in outreach and leadership programs, and 1 safety improvement completed.
- June 2026: 50 members participate in academic program and 150 monthly attendance. 20 teens participate in outreach and leadership programs, 5 participate in the kupuna program and 1 safety improvement completed.
- July 2026: 150 monthly attendance and 1 safety improvement completed.
- August 2026: 60 members participate in academic program and 150 monthly attendance. 10 teens participate in outreach and leadership programs, and 5 in the Kupuna Program
- September 2026: 150 monthly attendance and 2 ohana nights held.

C. Provide evidence of the agency's ability to perform the proposed grant activity through past performance, current capacity and/or plan to acquire the capacity to perform.

1. Provide data that demonstrates proven success in offering the same, similar, or related activities to achieve the proposed outcomes. ***(3,000 character count limit)***

BGCH's experience as a youth service agency since 1976 on Oahu and 1995 on Kauai is wide-ranging and continually expanding. BGCH has successfully managed contracts, grants and awards from County, State and Federal government agencies, through corporations, private grant agencies and foundations, and individuals. In 2023, BGCH provided similar services as proposed through this application to 2,948 youth members, and reached an additional 6,587 youth through outreach services. In 2024, BGCH is on-track to surpass these numbers.

BGCH programs have a proven track record. 76% of low-income Club Members reported receiving mostly As and Bs compared to 67% of their peers nationally. In addition, 52% of 12th grade club members expressed an interest in a STEM career, compared with 27% nationally. These statistics show that BGCH members are succeeding academically at a higher rate due to the intensive mentoring and programs provided at their Clubhouse.

The following measurable outputs were collected through data from BGCH's annual National Youth Outcomes Initiative (NYOI) Survey, given to all BGCH youth members:

Measurable Output	NYOI 2022	NYOI 2023	NYOI 2024
Members who chose 'optimal' when asked to rank their Clubhouse as a safe/positive environment.	76%	78%	79%
Members on-track to graduate high school	57%	58%	57%

Members who chose 'college' when asked how far they think they will get in school	62%	70%	65%
Members who achieved mostly A's	39%	41%	42%
Members who were physically active 7 days/week	34%	35%	36%

2. Describe the applicant's capacity to successfully achieve the proposed outcomes.
OR
Provide a plan to acquire the capacity to successfully achieve the proposed outcomes (including how the applicant has acquired similar capacity in the past).

Responses should include organizational knowledge, staffing, fiscal resources, facilities and other resources, stakeholders and relationships, and other relevant resources. ***(3,000 character count limit)***

BGCH operates nine brick & mortar clubhouses and teen centers on the islands of O'ahu and Kaua'i. All clubhouses are multi-space facilities which include learning centers (classrooms), kitchens or concession areas, recreation areas, multi-function spaces, meeting rooms, storage rooms, restrooms, and common areas. Three Clubhouses have full gymnasiums, two Clubhouses have multi-media rooms, and one Clubhouse has an outdoor amphitheater and 5 have Native Hawaiian gardens.

BGCH operates an administrative office located at 1000 Bishop Street, Suite 505, Honolulu, HI, which provides management, support and governance to the clubhouses. BGCH is a federated member of the Boys & Girls Clubs of America. BGCH has a corporate board who are the fiduciaries of the organization and led by the executive team. BGCH also has Branch Advisory Boards at all clubhouses on Oahu and Kauai and an Alliance Board of Young Professionals, all of whom provide resources at community levels to support the clubhouses.

BGCH employs 85 staff members. All of our staff are trained in working with at-risk youth and providing quality programs to ensure guidance, support, and set them on a path for future success. BGCH has two Native Hawaiian women leading the organization. BGCH President & CEO Paddy Kauhane has over 30 years' experience in youth service, museum, health care, culture, education, arts, government, and other industries. Paddy is a member of the Native Hawaiian Legislative Hui which focuses on advocacy work and policies that affect Native Hawaiians, and was awarded an empowering ʻŌiwi Leadership award in 2022 through the Council for Native Hawaiian Advancement for "bringing a large national brand to intertwine with our native Hawaiian community". Executive Vice President & Chief Operations Officer Lala Fernandez has 18 years of experience at BGCH and is a BGCA Certified Trainer. A former Waianae Clubhouse member and current Waianae resident, Lala has a BA in Justice Administration from Hawaii Pacific University and a MA in business administration from the University of Hawaii. Lala is a member of the Native Advisory Committee for BGCA Native Services, which represents Native Clubs across the nation.

In our current 2024 fiscal year, our budget is $7,315,300. We are maintaining an average of 3-4 months cash to support operations. BGCH continues to make our employees a priority and we have implemented a 5-year compensation plan to increase program staff wages so that no regular employee working in the Clubs will earn less than $20.00 per hour.

D. Describe the applicant's sustainability and/or additional long-term benefit to the community

1. Provide a plan for sustaining and / or expanding activities beyond the applicable grant period. ***(2,000 character count limit)***

BGCH continuously works to sustain and expand its activities through quality evaluation of its programs to determine what is working and what can improve. BGCH measures goals through pre & post quantitative and qualitative data collection. In addition to tracking of program attendance, qualitative data will be derived from weekly observational forms that will measure continuous quality improvement. Grade point average will be analyzed each semester as well as grade progression through youth school report cards. For youth and staff well-being, we will utilize the annual Boys & Girls Club of America National Youth Outcomes Initiative, a survey which is given to all youth members and staff to measure engagement, feeling of safety and other social and emotional outcomes. This data will be analyzed by clubhouse location and against national benchmarks. BGCH also utilizes additional tools from BGCH such as Standards of Organizational Effectiveness and YPQA-Youth Program Quality Assessment. These tools are measurements of defining our success and growth as an organization, and include an ongoing process to assess, plan, and improve. Staff and leadership work together to improve the quality of their services through collecting data, creating improvement plans based on the data, and implementing a systematic improvement process.

BGCH utilizes this data to make the case for additional funding to sustain and expand activities. Our data consistently demonstrates that BGCH programs increase the safety and wellbeing of the youth we serve, increase grade point averages, improves high-school graduation rates, and ensures our youth have a plan for post-high school life.

2. Describe the applicant's capacity and resources to carry out the above plan (staffing, funding, etc.) beyond the grant period. ***(2,000 character count limit)***

BGCH has an active development program and works with a grant writer to ensure funding is continuously available to our most needed programs. Our diverse revenue streams (contributions, government contracts, private grants) make up the variance of the cost of our low membership fees vs. the cost to serve the same youth and are structured to provide flexibility in program planning. BGCH has funding in place from private donors to support the food program, but there is a gap between what we need to fully fund the program and what we have secured. If fully funding goals are not met, we will need to scale our services in relation to available revenue.

BGCH charges only $25/year membership fees for youth and $10/year for teens. A family's ability to pay fees will never be an obstacle to their child accessing our programs. It costs BGCH $2,400 per year to serve each member through our regular Great Futures Afterschool programs.

Investing in the potential of our youth will create economic mobility for the youth, the family and their community. A 2022 study commissioned by Boys & Girls Club of America found that every dollar invested in Boys & Girls Clubs in Hawaii returned $10.26 in economic benefits to Club members, their families and communities. In addition, the study showed a $18.3 million value in improved physical and mental health, $1.3 million in savings due to avoiding grade repetition in 2022, and $83.3 million in lifetime earnings of our members due to life and workforce readiness training. In total, Hawaii received $113.2 million in benefits in 2022 from Boys & Girls Clubs located in Hawaii.

E. No CITY funds or assistance. The highest consideration will be given to applicants that do not receive other funding or any form of assistance from the CITY. While applicants that receive other funding or assistance from the CITY may apply for Grants in Aid funding, the extent of funding or assistance already received in relation to services provided must be considered prior to awarding Grants in Aid funds. A percentage of the sub-total criteria points will be awarded to Grantees based on the criteria below and the information about past funding / assistance from the CITY that follows.	
The applicant has received no award from the CITY within the last 3 years.	**10%**
The applicant has received 1-2 awards from the CITY within the last 3 years.	**7%**
The applicant has received 3-5 awards from the CITY within the last 3 years.	**5%**
The applicant has received between 6-9 awards from the CITY within the last 3 years.	**3%**
The applicant has received 10 or more awards from the CITY within the last 3 years.	**0%**

GRANTEE RECEIPT OF CITY GRANTS

Identify all CITY grants received by Grantee (or Fiscal Sponsor) in the last three (3) years. Information will be verified by the CITY.

1. Grant Activity Name & Contract #: Great Futures After School Program, CT-DCS-2500012
   Grant Period: 11/1/2024 – 10/31/2025 Grant Amount: $150,000
   Grant Purpose: Great Futures Afterschool Program
   Grant Activity Status: ☒ Underway ☐ Completed ☐ Canceled
   Administrating Division: _____

2. Grant Activity Name & Contract #: Great Futures After School Youth Program, CT-DCS-2400009
   Grant Period: 10/01/2023 - 9/30/2024 Grant Amount: $200,000
   Grant Purpose: Great Futures After School Program
   Grant Activity Status: Underway X Completed ☐ Canceled
   Administrating Division: DCS

3. Grant Activity Name & Contract #: Great Futures After School Youth Program, CT-DCS-2300005
   Grant Period: 10/01/2022 – 9/30/2023 Grant Amount: $200,000
   Grant Purpose: Great Futures After School Program
   Grant Activity Status: ☐ Underway ☒ Completed ☐ Canceled
   Administrating Division: DCS

4. Grant Activity Name & Contract #: Great Futures After School Youth Program, CD-DCS-2200011
   Grant Period: 11/01/2020 – 9/30/2021 Grant Amount: $200,000
   Grant Purpose: Great Futures After School Program
   Grant Activity Status: ☐ Underway ☒ Completed ☐ Canceled
   Administrating Division: DCS

5. Grant Activity Name & Contract #: _____
   Grant Period: _____ Grant Amount: _____
   Grant Purpose: _____
   Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
   Administrating Division: _____

6. Grant Activity Name & Contract #: _____
   Grant Period: _____ Grant Amount: _____
   Grant Purpose: _____
   Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
   Administrating Division: _____

7. Grant Activity Name & Contract #: _____
   Grant Period: _____ Grant Amount: _____
   Grant Purpose: _____
   Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
   Administrating Division: _____

8. Grant Activity Name & Contract #: _____
   Grant Period: _____ Grant Amount: _____
   Grant Purpose: _____
   Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
   Administrating Division: _____

9. Grant Activity Name & Contract #: _____
   Grant Period: _____ Grant Amount: _____
   Grant Purpose: _____
   Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
   Administrating Division: _____

10. Grant Activity Name & Contract #: _____
    Grant Period: _____ Grant Amount: _____
    Grant Purpose: _____
    Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
    Administrating Division: _____

11. Grant Activity Name & Contract #: _____
    Grant Period: _____ Grant Amount: _____
    Grant Purpose: _____
    Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
    Administrating Division: _____

12. Grant Activity Name & Contract #: _____
    Grant Period: _____ Grant Amount: _____
    Grant Purpose: _____

E. Age Friendly Honolulu (Complete only if applying for the bonus points)
Consideration is to be given to applicants that incorporate the vision and goals of the Age-Friendly Honolulu Program (as codified in ROH Chapter 2, Article 22), including but not limited to (1) enabling residents of all ages to actively participate in activities that keep them socially engaged, healthy, and active; and (2) removing barriers to inclusion for and providing support services to vulnerable residents and/or have physical limitations.

If awarded bonus points for being an Age-Friendly Honolulu project, the Grantee will be subject to additional reporting requirements, including but not limited to name, age, and physical location of seniors being served by the project.

To be eligible for the bonus points as an Age-Friendly Honolulu project an organization must demonstrate the proposal aligns with Age-Friendly Honolulu's priorities by completing the following TWO steps:

1) Go the following website https://www.hiphi.org/age-friendly-honolulu/ to access an Age-Friendly Honolulu training video. The video should be watched by at least one (1) person from the non-profit organization in a leadership position (Executive Director, Administrator, or equivalent). This video will define an "age-friendly city" and explain what types of projects align with the Age-Friendly Honolulu Vision.

2) Complete the section below by selecting which Age-Friendly Honolulu category best fits the activities of your organization and providing a brief description of how your proposal is an Age-Friendly Honolulu project.

☐ Enabling Residents of all ages to actively participate in activities that keep them socially engaged, healthy, and active, particularly at the oldest ages

☒ Providing Kupuna with meaningful roles in the community, including mentors, volunteers, or through intergenerational programming

☐ Removing barriers to support community inclusion and accessibility for persons of all abilities.

3) How is your proposal an Age-Friendly Honolulu Project and explain how your organization can meet the additional reporting requirements if awarded? *(2,000 character count limit)*

20 youth from the Boys & Girls Club of Hawaii Spalding Clubhouse and kupuna from Kalakaua Gardens will participate in age-friendly gardening activities. The Clubhouse also organizes family games with kupuna, and provides groceries and food to the kupuna in the program in partnership with the Hawaii Foodbank. One of the activities that all ages can enjoy together is arts and crafts. In Honolulu, arts classes are available for keiki only or adults only, but few accommodate a wide age range. Regular interactions between kupuna in senior care facilities and keiki are particularly lacking. Since spring 2021 Spalding Clubhouse youth have co-created garden art with kupuna at Kalakaua Gardens. BGCH will continue to expand this project because of its mutual benefit to kupuna and keiki as they share their talents and creativity

APPENDIX A: TIER II GRANT PROPOSAL (Grants $25,000 to $150,000)
SOLICITATION NO. RGP-DCS-GIA2026

Instructions: The proposal below must be completed in full. Responses must be provided in the fillable boxes provided. Where annotated, the fillable boxes have predetermined maximum limits on character counts. Letters, numbers, punctuation marks, and spaces are included in the character count limits.

SECTION I
SUMMARY

A. Grantee Legal Name:	Catholic Charities Hawaii
B. Is Grantee a Fiscal Sponsor?	☐ Yes ☒ No
C. Grant Activity Name:	Housing Stabilization

D. Briefly describe the Grantee's background, history (including year established), and mission. *(400 character count limit)*

Serving Hawai'i since 1947, Catholic Charities Hawai'i a human services organization provides a wide range of social services with dignity, compassion, social justice, and a commitment to excellence. Catholic Charities Hawaii is a community of hope that promotes the dignity of each person through empowerment by use of programs and advocacy efforts. Catholic Charities Hawai'i serves all people, especially those with the greatest need, regardless of their faith or culture.

The programs and services of Catholic Charities Hawai'i address many social and behavioral community areas of need that people living in Hawai'i face every day which include: Child Abuse and Neglect, Homelessness, Children's Emotional and Behavioral Problems, Unplanned Pregnancy, Adult Violence and Abuse, Difficulties Encountered by Immigrants.

Catholic Charities Hawai'i services include counseling for individuals, couples, and families. Foster care and adoption support for children and families. Immigration and citizenship assistance. Rental and utility relief for low-income households. Senior and caregiver programs. Veterans' services. Youth and young adult programs. We advocate for the life and dignity of each person, affirm their strengths, empower them to make their own decisions with opportunities to thrive.

As part of the largest private network of social service organizations in the United States, Catholic Charities Hawai'i offers much needed programs and services statewide, serving 40,000 individuals each year.

E. Briefly describe the Grant Activity and public need being filled. *(400 character count limit)*

This project Grant Activity is trauma informed case management and wraparound services. Case Management will provide outreach services, service planning, coordination of resources, access to resources, and community engagement. Project focus on upward economic mobility by collaborating and providing educational financial health/wealth workshops, coordinating services to learn and understand landlord and tenant rights and responsibilities. Case management trauma informed is being present with the individual and household linking to professional therapeutic services, connecting and developing healthy relations through community engagement activities, and offering accessibly access, to and for, necessary resources.

District 1 faces unique and pressing public needs due to its socioeconomic challenges and geographic location. District 1 is like a tree struggling to grow while suffocating in a poor rocky soil. While the branches reach for the sunlight of opportunity, the roots are entangled in a ground that lacks nourishment and nutrients. Without fertile soil and the essential nutrients of stable employment and wages, affordable housing, quality education, accessible healthcare, and access to accessible resources the tree struggles to survive and cannot fully thrive. It endures harsh conditions, striving to find sustenance in the cracks, hoping for the care and resources needed to transform its environment into a flourishing landscape.

Catholic Charities Hawaii, Housing Stabilization Project, is the nutrient and nourishment for individuals and families impacting a larger community. Case management services is essential for promoting social equity, addressing disparities, and ensuring that everyone has equal access for opportunities. Catholic Charities Hawaii brings and shares a beautiful space with a vast amount of service providers, community members, collective community groups, and spiritual groups to create a beautiful landscape in District 1.

F. Briefly summarize Grant Activity outcomes and measures of success, including number and description of those served. *(400 character count limit)*

The target population includes poverty-stricken and ALICE (Asset Limited, Income Constrained, Employed) families. The poverty-stricken rely on public assistance, while the working poor struggle with low wages and high living costs. Both groups face financial instability and resource limitations.

Over a 12 month period, the Housing Stabilization project aims to case manage **25 unduplicated households, servicing, 150 duplicated adults, and 100 duplicated children** through essential workshops, community activities, and appropriate linkages.

Projected Outcomes and Methods

Housing Stabilization will service 25 families (case management), 150 adults, and 100 children during the projected year. Participants will engage with case management services, develop financial literacy skills, understand the importance of landlord/tenant relations, understand importance of mental health services and support, become empowered through community engagement, and increase knowledge about access to resources.

Outcome 1: Case Management provided to 25 households. Assessment to determine needs. Work on short and long- term plan. Connect and link to appropriate resources. Provide access to resources. Identify to engage in community activity.

Collection methods will be through observation engagement with staff and the households. Individual service plans will also be agreed upon and regularly evaluated for progress or reevaluation of services. Documentation in the household's case file will assist in organization and recordkeeping. The Smartsheet platform will also be utilized for streamlining data entry, conducting surveys on progress and collecting feedback from participants.

Outcome 2: CCH staff attending 12 community meetings in District 1 and beyond. Determined to remain in collaboration or engaged with District 1 community members, businesses, church, organization, farmers, and other new developed groups. Possibility to take a position with bills in legislature to support community change.

The Smartsheet platform will be utilized and CCH staff training log.

Outcome 3: 150 adults (duplicated) and 100 children (duplicated) will engage in project services and may request lite case management services.

Collection method will be through workshop participation, observation, and evaluation by staff. Documentation maintained in case management file or program attendance file will assist in organization and recordkeeping. The Smartsheet platform will be utilized for streamlining data entry.

G. Council District **Check all districts that will benefit from the Grant Activity. Provide the amount requested per district. Amounts must be in <u>whole</u> numbers only.**		
☒ District 1 $150,000	☐ District 2 $	☐ District 3 $
☐ District 4 $	☐ District 5 $	☐ District 6 $
☐ District 7 $	☐ District 8 $	☐ District 9 $
Total Amount Requested (must be $25,000 to $150,000)	$150,000	

H. Type of Grant Activity (pick <u>ONE</u> category that best reflects the Grant Activity):		
1. Public Services: Projects in this category will support qualified public services and programs for the target populations deemed by the CITY to be most vulnerable.		
☐ A. Public Service – Seniors	☐ B. Public Service - Children	☐ C. Public Service - Disabilities
☐ D. Public Service – Homeless	☐ E. Public Service – Domestic Violence	☐ F. Public Service – Substance Abuse
☐ G. Public Service – Mental Health	☒ H. Public Service – Other (describe): Housing Stabilization	
2. Arts, Culture, Community/Economic Development, and the Environment: Projects in this category will support the sustainable improvement in the well-being and quality of life of local communities, especially low- to moderate income areas.		
☐ A. Arts	☐ B. Culture	☐ C. Community Development
☐ D. Economic Development	☐ E. Environment	

GRANTEE'S CERTIFICATION AND SIGNATURE

The undersigned, subject to personal liability and penalty under applicable law, certifies that he or she: (i) is authorized to sign this Grant Proposal; (ii) personally prepared or reviewed the matters found in this Grant Proposal (including any related documents/attachments); (iii) asserts all statements made in this Grant Proposal (including all attachments) are true, accurate and complete; (iv) has the requisite skills and knowledge to assert the foregoing certification; and (v) has complied and shall continue to comply with all applicable requirements of Chapter 6, Article 29 of the Revised Ordinances of Honolulu 2021, as amended (Link), regarding private organizations receiving grants of public funds from the City and County of Honolulu.

Stella M.Q. Wong — 11/20/2024

Signature of Grantee (Fiscal Sponsor) Officer — Date

Printed Name and Title: Stella M.Q. Wong, Vice President

CERTIFICATE OF THE BOARD OF DIRECTORS NO OBLIGATIONS IN ARREARS

The undersigned of the Board ("Grantee") hereby certifies that the Grantee or any principal of the Grantee or sponsored organization (where the Grantee is a Fiscal Sponsor) is not in arrears on any financial or other obligation owed to the City & County of Honolulu, a municipal corporation of the State of Hawaii.

(Signature)

Tina Andrade
(Print name)

CERTIFICATE OF THE BOARD OF DIRECTORS AUTHORIZATION TO ASSIGN AUTHORITY

The undersigned of the Board ("Grantee") hereby certifies that Stella M.Q. Wong (name), Vice President (title), has been authorized by the Board of Directors to sign proposals, contracts, and related documents on behalf of the Grantee. Accordingly, I hereby assign the authority by the Board to execute proposals, contracts, and contract amendments on behalf of the Grantee, and further certify that the assigned is given the power and authority to do all things necessary to implement, maintain, amend, or renew such contracts, including but not limited to the delegation of signing authority to another employee of the Grantee.

(Signature)

Tina Andrade
(Print name)

STATE OF HAWAII)
CITY AND COUNTY OF HONOLULU)

On this 20th day of November, 2024, before me appeared Tina Andrade, personally known to me, who, being by me duly sworn, did say that he/she is the chief operating officer of catholic charities Hawaii and that the corporation has no corporate seal, and that said instrument was signed in behalf of said corporation by authority of its Board of Directors, and said Director acknowledged said instrument to be the free act and deed of said corporation.

DAWN M.K. CASIL
NOTARY PUBLIC
No. 18-463
STATE OF HAWAII

Notary Public, State of Hawaii

My Commission expires: 8/19/2026

Doc. Date: 11/20/2024 # Pages 34
Name: Dawn M.K. Casil Circuit
Doc. Description: Appendix A: Tier II Grant Proposal Solicitation No. RFP-DCS-G1A2026

Signature 11/20/2024 Date

NOTARY CERTIFICATION

DAWN M.K. CASIL
NOTARY PUBLIC
No. 18-463
STATE OF HAWAII

SECTION II
GRANT ACTIVITY INFORMATION

A. Describe how the community need, stated problem/issue, and target population are effectively validated. The description must include how the public services' target population is vulnerable or how the arts, culture, community/economic development, or environmental activities will especially support low- to moderate-income areas.

1. Provide substantive data and other qualifying information to demonstrate how the problem/issue impacts the target population and is a community priority that needs to be addressed. *(5,000 character count limit)*

NEED

Approximately 42% of all households in Hawaii had income below the ALICE Threshold (2018), however, 54% of Native Hawaiian households had income below the ALICE Threshold. While Native Hawaiians comprise 10% alone and 21% in combination with other races in Hawaii, they are disproportionately dependent on public benefits, comprising: 33% of federal child care subsidies; 29% of SNAP and General Assistance; and 31% of TANF (Dept. Human Services data). Only 11% of Native Hawaiians have a Bachelor's degree (statewide 20.4%) and 5.3% have a graduate degree. The have higher rates of homelessness, child abuse, domestic violence, substance abuse, and incarceration. (Ka Huakai, Native Hawaiian Educational Assessment, Kamehameha Schools, 2021).

Throughout the pandemic, Catholic Charities Hawai'i distributed $9,990,626.70 to 995 families (averaging $5,272.10 per household) in the 96792 zip code and continues to work with our Leeward residents. To further expand on the AMI groups and assistance received in the district, households with AMI between 0-30% received $6,540,305.94, AMI between 31-50% received $2,167,542.96, and AMI between 51-80% received $1,282,77.80.

Catholic Charities Hawai'i distributed over $114 million dollars in rental and utility assistance to over 18,000 households statewide. Internally, Catholic Charities Hawai'i serviced over 10,000 households due to the COVID19 assistance we provided since 8/2020. These were or are still, working households with incomes at or below 80% AMI. In this work we saw the dire need but lacked the resources to provide financial literacy skills. This would have had a more meaningful long-term impact than simply providing time-limited financial aid, as families would have the skills to remain stable.

ECONOMIC CHALLENGES

People facing challenges that prevent them from working often grapple with a myriad of difficulties that extend beyond the immediate economic impact. Physical health issues, such as chronic illnesses or disabilities, can hinder individuals from participating in the workforce, limiting their ability to secure gainful employment. Mental health concerns, including anxiety, depression, or other psychological conditions, can also pose significant barriers to sustaining work. Additionally, external factors such as lack of access to education, job training opportunities, or discriminatory practices can contribute to unemployment. Financial hardships, whether due to personal debt or economic downturns, further exacerbate the challenges individuals face in securing and maintaining employment. Ultimately, the interplay of these multifaceted obstacles creates a complex landscape for those who are unable to work,

necessitating comprehensive support systems and societal understanding to address the diverse range of barriers they encounter.

Waianae has 21.2% of the population living in poverty. This is 12.6% higher than the national average reported in City-data. Families lack resources to meet their basic needs for a decent standard of living that is considered acceptable in this State of Hawaii. Different data provides collective evidence that in Waianae lives the working poor. In Hawaii, based on the Poverty Federal Level, a single person's income is $16,770 and $34,410 for a family of four. In comparison to the United For ALICE, a household of four in Hawaii needs an annual income of $77,928 to afford the essentials such as housing, food, health care, child care, transportation, and technology. Hawaii Health Matters data reports that State of Hawaii ranks #44 out of 50 and is one of the "worst" states for a stable economic wellbeing for jobs that fail family-sustaining pay, housing affordability, low wages, and access to resources.

According to the census reporter, the working population in Waianae, Hawaii is 5,410. This includes people who are employed in various industries, such as construction, retail trade, health care, and social assistance. However, not all of them work in Waianae. Only 898 people, or 18.3% of the workers, live and work in the same place. The rest commute to other locations for their jobs. The total population of Waianae is estimated to be 14,152 people. This means that about 38.2% of the residents are part of the labor force.

According to the BLS current population survey (CPS), the unemployment rate for Hawaii fell 0.0 percentage points in September 2023 to 2.8%. The state unemployment rate was 1.0 percentage points lower than the national rate for the month. The unemployment rate in Hawaii peaked in April 2020 at 22.6% and is now 19.8 percentage points lower. From a post peak low of 2.8% in July 2023, the unemployment rate has now grown by 0.0 percentage points. The number of people unemployed in Hawaii peaked in April 2020 at 146,355. There are now 127,163 fewer people unemployed in the state. From a recent trough of 19,024 in August 2023, the number of unemployed has now grown by 168.

HOUSING INSTABILITY

Residents of Waianae often contend with significant challenges related to housing instability. The area faces a shortage of affordable housing, contributing to a high rate of homelessness and housing insecurity. The scarcity of low-cost housing options, combined with economic disparities, can result in families and individuals struggling to find stable living arrangements. Limited job opportunities and a high cost of living further compound these difficulties, making it challenging for many residents to secure and maintain housing. The impact is especially pronounced among marginalized populations, exacerbating issues related to poverty and health disparities. Efforts to address housing instability in Waianae require a multifaceted approach, involving affordable housing initiatives, community support services, and economic development strategies to uplift the residents and create a more sustainable living environment.

Housing affordability issues contribute to housing instability with families struggling to maintain consistent and safe housing. It leads to frequent moves, overcrowded living conditions, and homelessness. Waianae is in a homeless crisis. Hawaii Health Data Warehouse reports a total of 6,223 people experienced homelessness in the state of Hawaii with the majority of 4,028 living on Oahu. Staggering PIC data reveals the largest unsheltered

population with the largest number of Native Hawaiians (410), accounting for 36% of the Native Hawaiian population. It also identifies Native Hawaiian with higher percentage of minors and a lower percentage of older adults as the average adult age of Native Hawaiians is 44 years old while it is 50 years old for non-Hawaiians. Native Hawaiian women and girls account for nearly half (44%) of the Native Hawaiian population which is higher than the non-Hawaiian population where women and girls account for 37%.

CRIME

According to Honolulu Police Department's crime mapping data, there are 892 instances on record for crime in the Waianae 96792 zip code in the last 180 days. A staggering 29.04% of these crimes is attributed to larceny and 17.94% for assault and 11.66% due to motor vehicle theft/ and break in/theft. Together, burglary, weapons, and fraud make up 12.78% of crime. Crime and socioeconomic challenges are interconnected in complex ways and one often influences the other. Several of these specific to Waianae and highlighted above under economic challenges include income inequality, poverty and unemployment, limited economic opportunities as well as housing insecurity.

B. Describe the proposed plan

1. Provide a description of the Grant Activity. This description will be used as the scope of services in the contract. Describe why you chose this Grant Activity and how it will effectively address the community's problem / need. *(3,000 character count limit)*

Case management services are essential in District 1 for several reasons as they address critical needs in the community and help to create a more supportive and sustainable environment. Activities will promote social equity, addressing disparities, and ensuring that residents have equal access to opportunities and resources. Staff is trained in trauma-informed care which focuses on the strengths and resilience of individuals and families. In communities within District 1, case management acts as a lifeline, connecting people to vital resources and empowering them to improve their circumstances and quality of life.

WHY CHOSE THIS ACTIVITY: Catholic Charities Hawaii (CCH) selected this grant activity to tackle pressing issues in District 1, including homelessness, mental health disparities, and economic hardship. Barriers such as geographic isolation and lack of culturally responsive resources make access challenging. CCH's committed and experienced staff are deeply invested in this community and use evidence-based practices to address residents' expressed needs and drive meaningful change

HOW THIS ACTIVITY WILL EFFECTIVELY ADDRESS THE COMMUNITY'S PROBLEM/NEED:

This grant activity incorporates case management with wraparound services, which address multiple interconnected challenges. This tailored support ensures each individual and family receives services aligned with their unique circumstances and cultural values. District 1, has a significant Native Hawaiian population and a strong sense of community identity. The grant activity integrates cultural values and practices, fostering trust and engagement with residents who may have previously felt marginalized or underserved. The grant activity brings together key stakeholders such as social service providers, healthcare professionals, educators, and

local leaders to deliver a coordinated response, minimizing service gaps and duplications. The activity focuses on capacity building such as educational supports, mental health empowerment, and to promote long term sufficiency for residents. In short-term this activity will provide direct linkages focus on housing needs, financial health, mental health connections, and any crisis intervention. In the long term, it aims to create systemic changes by advocating for increase funding, developing sustainable programs, and empowering community members to take leadership roles.

GRANT ACTIVITY DESCRIPTION:

The proposed grant activity focuses on providing comprehensive case management and support services to address the interconnected challenges of homelessness, mental health disparities, and economic instability within the Waianae community. This activity prioritizes holistic, culturally responsive, and client-centered approaches to foster stability, empowerment, and long-term well-being.

Key Components of the Activity

1. **Case Management Services:**
   - **Outreach**: Connect with individual where they are at and collaborated with other service provider outreach team.
   - **Individualized Plans:** Develop tailored action plans based on each client's unique needs, including housing, employment, healthcare, and mental health support.
   - **Financial Health/Financial Wealth**: Coordinate and facilitate financial resources; consideration and opportunities towards home ownership.
   - **Service Coordination:** Connect clients to available resources such as housing programs, mental health counseling, substance abuse treatment, and financial assistance.
2. **Housing Support:**
   - Provide emergency, transitional, and permanent housing resources to stabilize individuals and families experiencing homelessness.
   - Facilitate housing placement by assisting with applications, advocacy, and navigating housing systems.
   - Provide and/or coordinate housing education necessary to address housing needs with knowledge of landlord and tenant's right and responsibility
3. **Mental Health and Wellness Support:**
   - Conduct mental health assessments and referrals to culturally competent therapy and counseling services.
   - Link to support groups to address challenges such as anxiety, PTSD, depression, and substance abuse in a safe and supportive environment.
4. **Community Engagement and Cultural Integration:**
   - Facilitate community-based workshops and events that incorporate Native Hawaiian values and practices.
   - Build trust through collaboration with community leaders, cultural practitioners, and local organizations.
5. **Evaluation and Sustainability:**
   - Implement measurable outcomes to track progress and outcomes

- Develop a sustainability plan that leverages community resources and partnerships to ensure long-term impact.

2. Provide measurable outcomes, describe how outcomes are aligned with the purposes and priorities of the Grants in Aid Fund, and describe how outcomes directly benefit the target population. *(3,000 character count limit)*

Public Services should begin with a statement of the number of individuals that the Grant Activity will directly benefit during the Grant Term.

Arts, Culture, Community/Economic Development or Environment should begin with a statement as to how the Grant Activity supports the sustainable improvement in the well-being and quality of life of local communities, especially low to moderate income areas.

Projected Outcomes

This project seeks to provide supports for housing stabilization. Participants will engage with case management services, develop financial literacy skills, understand the importance of landlord/tenant relations, learn of mental health resources, become empowered through community engagement, and increase knowledge about access to resources. Catholic Charities Hawai'i estimates services to 25 families (case management), and 25 additional households (non-case management) during the project year.

Outcome 1 - Financial Literacy & Housing Stability: Financial workshops will equip 25 households with money management skills critical and necessary for stable housing.

Collection method will be through workshop participation, observation, and evaluation by staff. Documentation maintained in case management file or program attendance file will assist in organization and recordkeeping. The Smartsheet platform will also be utilized for streamlining data entry, conducting surveys on progress and collecting feedback from the participants.

Of the 25, the following outputs/targets will be met:

90% of housed families will maintain stable housing

90% of homeless families will secure temporary shelter or other alternative housing

90% of households will gain money management skills to identify and manage income and expenses

90% of household will complete monthly budget worksheet

75% of households will engage in an upcycling workshop

Outcome 2 – Case Management Support: Case Management will help families with needs to include, but not limited to, employment, education, medical, health and mental health, and building social capital. This service aids 25 families in creating personalized plans.

Collection methods will be through observation engagement with staff and the households. Individual service plans will also be agreed upon and regularly evaluated for progress or reevaluation of services. Documentation in the household's case file will assist in organization and recordkeeping. The Smartsheet platform will also be utilized for streamlining data entry, conducting surveys on progress and collecting feedback from participants.

Of the 25 households, the following outputs/targets will be met:

80% of employed participants will keep job

80% of unemployed participants will find work or join training programs

80% will improve tenant and landlord communication

30% will receive mental health resources

Outcome 3 - COMMUNITY ENGAGEMENT: This initiative will involve 150 adults (duplicated) in community activities, fostering empowerment. Families are encouraged to be part of the decision-making processes that affect them as community engagement promotes inclusivity, empowerment, and positive social change.

Collection method will be through workshop participation, observation, and evaluation by staff. Documentation maintained in case management file or program attendance file will assist in organization and recordkeeping. The Smartsheet platform will also be utilized for streamlining data entry, conducting surveys on progress and collecting feedback from the participants.

80% of households will engage and or lead in age-friendly social or community activities

80% of households will access resources in the community

3. Provide an action plan to achieve the stated measurable outcomes. If the Grant Activity involves a partnership, provide a description of each partner's role. Must include measurable milestones, specific events, or other performance measures appropriate to achieving the outcomes. *(3,000 character count limit)*

The goals of proposed program are to assist participants with sustainability; their upward economic mobility and ability to remain housed. By utilizing outreach, case management and service planning, coordination of resources, providing access to those resources, and empowering community engagement, participants should learn skills and create habits necessary to support their housing stability and become positive citizens in the community.

ACTION PLAN

Participants that become case managed will enter through an intake process that allows the case manager to do risk assessment and "talk story" to learn about the participant's past and current lifestyles, their individual goals and barriers, and create a service plan to address their wellbeing for the present and future. The service plan is agreed upon by both case manager and participant and the case manager helps guide and hold the participant accountable for reaching goals on a bi-weekly basis. Because service plans are individualized, timelines will be different for each participant. The desired length of time for a participant to be part of case management can range between 1-2 years with the vision that the participant learns enough about finances and is empowered through their community and within their families to maintain their housing and financial stability, exemplify upward economic mobility, and have the confidence to move forward beyond case management. Case manager will utilize progress notes to document interactions such as services received, support, communication, progress, and planning. Case managed clients undergo quarterly reviews on their service plans and are assessed using a PHQ-9 on their mental health. Reporting is kept in individualized files and maintained with the upmost confidentiality.

Other participants (non-case managed) will be able to utilize case manager's expertise and network of resources to find the support they need at the current time. Between workshops, referrals to counseling for mental health, and other referrals and assistance, these participants should leave their interaction with a case manager feeling like they have received a hand-up to reach their goal or overcome a barrier. These participants also undergo basic risk assessments at the time of initial interaction to determine whether additional services or resources can be provided beyond the scope of what the participant is currently searching for.

Data collected for both case managed and non-cased managed cases include both qualitative and quantitative data as needed. It is important for case managers to maintain client files and goals utilizing service plans for qualitative and quantitative data. Smartsheets allows for the tracking of both types of data, including non-case managed interactions for reporting. Quantitative data is collected for stakeholders and organizational reporting utilizing Smartsheets. Important data that may be collected include genders (where applicable), ages, ethnicities/race, financial income, addresses, family size (adults and children), health insurance, public benefits, previous or current houseless status.

The team will include other Catholic Charities Hawai'i staff are committed to capacity building as it empowers individuals and communities by enhancing their knowledge, skills, and resources. This empowerment contributes to self-determination and enables individuals and communities to address their own needs and challenges. Building the capacity of individuals and communities creates a foundation for sustainable change. By strengthening skills, fostering resilience, and increasing resources,
capacity building helps communities develop the capacity to address ongoing challenges independently.

4. Provide a budget narrative that explains how the budget in Section III will achieve the desired outcomes. *(3,000 character count limit)*

SCALABILITY

It is possible to scale this program for a broader population by conducting classes on zoom for a larger group, and/or recording lessons. However, individualized services are necessary to address the challenges and opportunities faced by each household.

COST EFFECTIVENESS

Staff salaries, taxes, and benefits are the major expense for the program. The staffing pattern for this project is based on the experience of Catholic Charities Hawai'i in providing services in the Waianae community to the ALICE populations. Wages are established to attract, motivate and retain quality, values-driven employees. Catholic Charities Hawai'i is a member of the Hawaii Employers Council and the Hawaii Alliance of Non-Profit Organizations and has regular access to compensation studies to ensure that salaries are within competitive industry and position ranges.

BUDGET NARRATIVE

Program Director II will be responsible for implementation of all aspects of the program to include but not limited to quality assurance, contract compliance, and overseeing day-to-day supervision and administrative operations. They assist with recruitment, ensure the efficiency and effectiveness of program services delivery through continual improvement of the program structure and processes and actively engage in Aloha United Way's ALICE initiative. Will provide direct support services to clients according to program specifications which may include assessing severe situations, initiating back up support services, and providing direct therapeutic services to clients. Will perform all other duties to support the program.

Program Director I will ensure the efficiency and effectiveness of program service delivery through continual improvement of the program structure and processes and recommends improvements and/or enhancements to processes and the work environment to ensure high quality and timely service deliverables. Will provide direct support services to clients according to program specifications which may include assessing severe situations, initiating back up support services, and providing direct therapeutic services to clients. Performs other related duties as required to carry out the goals of the program.

Case Manager will be responsible to effectively provide direct communication and services to individuals and families by upholding with utmost confidence clients' confidentiality. Assist families to gain financial wellness; providing mental health supports. Responsible for administering assessments, surveys, monitoring progress, develop financial health plans, and report status and statistical data of outcomes and outputs.

$150,000 will allow Catholic Charities Hawai'i to continue to build capacity to support ALICE households and poverty-stricken families in District 1 with positions providing financial supports and resources for the Leeward Community.

Majority cost is staffing: Program Director I, Program Director II, and Case Manager for $134,204, including staffing payroll taxes, assessments, and fringe benefits.

All other costs make up the remaining percentage for $13,000.

5. Provide a timeline that is complete, realistic and appropriate to achieve the desired outcomes. This timeline should also be reflected in Section IV. *(3,000 character count limit)*

Deliverables aims to case manage **25 unduplicated households, servicing 150 unduplicated adults, and 100 unduplicated children** providing essential workshops, community activities, and appropriate linkages and referrals. Fostering and maintaining relationships with community partners helps to identify and navigate resources to support needs of individuals and household. This project will remain engaged and participate in at least **12** scheduled **community meetings** in District 1 and beyond continuing to advocate for poverty stricken and the working poor individuals, children, and families

October 2025

1. Agency Orientation
    a. Overview of Catholic Charities Hawai'i
    b. Catholic Charities Hawai'i Organization Chart – Agency Wide
2. Program Orientation
    a. HARP/GIA Training Plan Template
    b. Brief History of HWV and ALICE and GIA
    c. HARP/HWV/ALICE/GIA Organization Charts
    d. Program Work Flow
    e. Performance Quality Improvement (PQI)
        i. Risk Management
        ii. Incident Reports
        iii. Program Board Description
    f. Satisfaction Surveys
        i. Clients
        ii. Stakeholders
    g. Peer Review Tool
    h. Job Performance Evaluation
    i. Information on Community Partners
3. Pre-Service Training
    a. Relias Learning – Orientation
    b. Agency Policies and Procedures
        i. Table of Contents
        ii. Client Rights
    c. Safety Protocols for Staff Working Off Site
    d. De-escalation, Medical, or Psychiatric Emergencies
    e. Legal Issues: Disclosures without Client Consent
    f. Homelessness
    g. Cultural Competency

h. Effective Communication
i. Advocacy

4. Service Delivery Training
    a. Walk-In and Phone Inquiry Procedures
    b. Outreach Strategies
    c. Smart Sheets Database
    d. Intake and Screening Procedures
    e. Assigning and Evaluating Workload
    f. Procedures for Identifying, Evaluating and Summarizing Community Needs
    g. Outcome Measurement/Data Collection
    h. Service Components
    i. Assessment
    j. Case Notes
    k. Service Planning and Monitoring
    l. Case Closing
    m. Aftercare and Follow Up
    n. Importance of documentation
    o. Writing Service Plan Goals
    p. Applicable Policies and Procedures
    q. Other materials
    r. Collaboration and Partnerships

5. Set 12 Month Plan
    a. Calendar Planning
    b. Workshops Scheduling
    c. Anticipated Events
    d. Mandatory Meetings
    e. Training and Professional Development Opportunities

6. Initiate Outreach
    a. Staff will connect with Leeward community providers
    b. Case Management will make contact with families and complete screening
    c. Case Manager will begin to enroll families into Smartsheet Database and open case management files

November – December 2025

1. Case Management will be working with at least 5 families to initiate initial case management review; outreach will continue until at full capacity
2. Participate and remain actively involved in weekly staff meetings – assess, reevaluate, case file review for best practice coordination, and status on program goals
3. Submit mandatory monthly reporting

January 2026

1. Case Management to be at full capacity working with at least 5-8 families to initiate initial case management review; if not, discuss other measurements for outreach support and reach out for administrative support via internal or by contract provider
2. Participate and remain actively involved in weekly staff meetings – assess, reevaluate, case file review and coordination, and status on program goals
3. Submit mandatory monthly reporting

February 2026 – July 2026

1. Case Management to be at full capacity working with 25 families to initiate initial case management review
2. Participate and remain actively involved in weekly staff meetings – assess, reevaluate, case file review and coordination, and status on program goals
3. Submit mandatory monthly reporting

August 2026 – September 2026

1. Due to contract period ending, Team begins discharging planning with all remaining families and giving warm handoffs to other providers for continued support if needed.

C. Provide evidence of the agency's ability to perform the proposed grant activity through past performance, current capacity and/or plan to acquire the capacity to perform.

1. Provide data that demonstrates proven success in offering the same, similar, or related activities to achieve the proposed outcomes. *(3,000 character count limit)*

PAST PERFORMANCE

Catholic Charities Hawai'i took an innovated approach and since 2012, we have served 6,668 individuals comprised of those living at Hale Wai Vista and other walk-in community members. Services are free to residents to assist in building and maintaining stable independent lives with a wide range of services which includes case management, child/youth advocacy, community building, community house referrals, community service hours, educational workshops, employment workshops, counseling referrals, financial assistance referrals and literacy workshops, volunteer programs, distributions and more. Furthermore, we assist anyone, even non-residents that need help to access services and resources. Throughout the years at Hale Wai Vista, we have coordinated and hosted at least 22 Community events and facilitated and/or coordinated at least 800 educational workshops.

Experience serving the homeless and those at-risk of homelessness

Catholic Charities Hawai'i has experience providing housing support and managing financial assistance programs for individuals and households to achieve independence, self-sufficiency and greater household wellness. This includes state and federally funded programs statewide. A summary of these programs is provided in the following chart.

Program	Since	Target population	Outputs

Maililand Transitional Housing Program	1989	Homeless families with children	25 families served in FY20 22 families served in FY21 24 families served in FY22
Housing Placement Program (HPP)	2005	Homeless families with children	231 families served in FY20 191 families served in FY21 141 families served in FY22
State Homeless Emergency Grant Program (SHEG)	2011	Residents on the islands of Hawai'i, Maui, and Kauai	259 individuals served from FY2018-2022. 134 individuals served for Hawai'I Island
Supportive Services for Veteran Families	2011	Veteran households, including individuals, couples, or families with children	100 Veteran households served in FY2022
Housing First III, Oahu	2018	Chronically homeless households who are extremely vulnerable on Oahu	97 households served, a total of 148 participants in FY2022
CARES Act Rent Relief and Housing Assistance Program	2020	Residents that have experienced a decrease in income because of COVID-19	10, 000 Statewide, including 2,000 on Kauai in FY2020
Rent and Relief Program – Leeward Coast	2023	Homeless prevention for households that are homeless or at-risk for homelessness.	995 household served, 130 participants for FY2022

CURRENT CAPACITY

Catholic Charities Hawaii is an ALICE grantee since May 2022, providing case management to help families at Hale Wai Vista achieve financial stability and maintain housing. The ALICE program, Akahai E Komo Mai, employs a case manager who currently manages families and serves 80+ individuals/families on a walk-in basis. The case manager meets families twice monthly, offering monthly workshops that are open to all residents.

Since 2022, the case manager has provided services to over 250 individuals, including support for applications and referrals, resource connections, workshops, counseling referrals, financial assistance, and community events. Key accomplishments include:

- **Housing Stability**: All managed families' maintained housing.
- **Employment Support**: 20+ job applications assisted.
- **Financial Workshops**: 70+ individuals attended various workshops.
- **Healthcare and Basic Needs**: 35 individuals referred to health services, 9 families received bedding, 3 families received baby safety items, and 10 families received baby supplies.
- **Educational and Child Services**: 12 individuals referred for preschool scholarships and home visits.
- **Community Events**: 150+ attendees at health fairs, holiday events, and food distributions.
- **Support for Houseless Individuals**: 15 individuals received clothing, food, and necessities.
- **Youth Employment**: 2 teens assisted with securing their first jobs.
- **Community Service Coordination**: 15 individuals assisted with Waianae Community Outreach Court service hours.

Catholic Charities Hawaii comprehensive approach ensures wide-reaching support for stability, self-sufficiency, and economic mobility among individuals and families.

2. Describe the applicant's capacity to successfully achieve the proposed outcomes.
OR
Provide a plan to acquire the capacity to successfully achieve the proposed outcomes (including how the applicant has acquired similar capacity in the past).

Responses should include organizational knowledge, staffing, fiscal resources, facilities and other resources, stakeholders and relationships, and other relevant resources. *(3,000 character count limit)*

DUPLICATING METHODS

In order to further expand the economic mobility and stability of more households in the Waianae community, the ability to duplicate and improve the current ALICE program with additional case manager would provide resources and services that are evidently needed to engage individuals and families. Expanding the current program would multiply the capacity of the program.

The expanded capacity will allow for a larger reach on individuals and families in the community to maintain housing and prevent houselessness, improve mental health when possible, provide financial workshops, and look at and address the overall needs of families. Case Managers become a long-term, essential part of families by helping families navigate through barriers and with the goal of reaching self-sustainability. Case Managers model financial behaviors and open dialogs about those behaviors to engage families in better habits with the hope of exponential growth in good economic and citizenship behaviors.

COMMUNITY PARTNERSHIPS

Catholic Charities Hawai'i has built a robust partnership with providers, organizations, and businesses to meet the evolving needs of the community. Collaboration is key, and these partnerships provide resources and services to address mental health, legal aid, education, employment, financial literacy, housing, and basic needs. Below are some examples of these partnerships:

1. **Mental Health Supports**
    a. Waianae Coast Comprehensive Health Center
    b. Integrative Services
    c. Liliokalani Trust
    d. Catholic Charities Hawaii Counseling Center
    e. Child and Adolescence Mental Health Division
    f. Bridging the Gap
    g. Hina Mauka
    h. Hale Naau Pono
    i. Hoomaukeola

2. Legal Supports

a. Legal Aid Society of Hawaii
b. Pro bono Services
c. Appleseed
d. Mediation of the Pacific
e. The Judiciary – Waianae Community Outreach Court

3. Educational Supports

a. Partners In Development – Kapaalana Preschool (ages 0-5)
b. Waianae Elementary, Waianae Inter, Waianae High
c. Leihoku Elementary
d. Kamaile Elementary
e. Waipahu Adult Education
f. HCAP Waianae
g. Leeward Community College – Waianae Moku
h. Hawaii Literacy Program
i. Read to Me International
j. Waianae Neighborhood Place
k. University of Hawaii – EFNEP Program

4. Employment Supports

a. Tamura Store
b. Waianae Store
c. Work Hawaii Waianae
d. American Job Center
e. Hele to Work
f. Lanakila Pacific
g. Department of Vocational Rehabilitation

5. Financial Education and Supports

a. Council for Native Hawaiian Advancement
b. Hawaiian Community Assets
c. IN PEACE

d. Waianae Coast Comprehensive Health Center
e. Catholic Charities Hawaii
f. Salvation Army
g. HCAP - Waianae
h. Kalihi Palama
i. Alu Like

6. Food/Basic Household Needs

a. Hawaii Food Bank (Senior Program)
b. Assembly of God
c. Waianae Coast Comprehensive Health Center
d. Elepio Outreach
e. Helping Hands Hawaii Community Clearing House
f. Salvation Army

7. Housing Resources

a. Kealahou West Oahu (homeless outreach)
b. Waianae Coast Comprehensive Health Center (homeless outreach)
c. City and County R3 Program (homeless outreach)
d. US Vets Waianae (Emergency and transitional)
e. Alternative Structures International (transitional)
f. Locations LLC
g. Self Help Housing Corp
h. Hawaiian Homelands
i. Hawaii Home Ownership Program

8. Social Community Supporters

a. Paradise Chapel
b. Ark of Safety
c. Honolulu Police Department – Community Service Branch
d. The Judiciary
e. Assembly of God
f. Word of Life
g. Na Kupuna of Waianae

Catholic Charities Hawaii's strong organizational knowledge, dedicated staffing, fiscal resources, established facilities, and deep-rooted relationships with stakeholders position to effectively achieve proposed outcomes. Through this expanded capacity and partnerships, Catholic Charities Hawaii will continue to address the needs of District 1's vulnerable population, enabling greater stability and self-sufficiency for individuals and families.

D. Describe the applicant's sustainability and/or additional long-term benefit to the community

1. Provide a plan for sustaining and / or expanding activities beyond the applicable grant period. *(2,000 character count limit)*

SUSTAINABILITY

As a current contractor with Hawaii Affordable Properties, INC., property manager for Hale Wai Vista, Catholic Charities Hawai'i has established a presence within the immediate community and extended community for 14 years. Catholic Charities Hawai'i would like to partner with more building owners that house individual and families. Catholic Charities Hawai'i has established a solid community service-based program that continues to evolve based on the needs of the community. Example during Covid, Catholic Charities Hawai'i reevaluated our programs. Our focus became providing basic needs such as food and water that we were able to provide on a daily basis due to partnerships and collaboration. Due to lockdown, financial help was needed and rent relief came onto the site and provided direct services to Hale Wai Vista families as well as the larger community. This provided them the financial resources necessary to pay their rent. It's evident today that families experience multiple complex issues that have compounded effects on the families' health and mental health. Currently, Catholic Charities Hawaii has the capacity to provide case management services and resources to address financial needs and familial complex compound issues due to results of Covid lockdown and restrictions.

REALIZATION

Catholic Charities Hawai'i continues to explore other funding sources and remain to keep vigilant for grant opportunities impactful to address needs in Leeward community. The project would aim to show success toward measurable goals/outcomes with the hope that other funding would become available and attainable in order to reach additional families and further expand. What our program currently does is unique to the Waianae community and can serve as a pilot for programs that want to effectively further the economic mobility and sustainability of Waianae families.

If the program is not able to continue beyond the grant period due to lack of funding available, the program is designed to provide participants with resources and services that help model good financial behavior and create habits that should allow families to sustain themselves at discharge.

2. Describe the applicant's capacity and resources to carry out the above plan (staffing, funding, etc.) beyond the grant period. *(2,000 character count limit)*

Catholic Charities Hawai'i has served Hawaii for 75 years, helping people in need, regardless of faith, culture, ethnicity, disability, limited English proficiency skills, sexual orientation or gender identity. We advocate for the life and dignity of each person, affirm their strengths, empower them to make their own decisions and achieve their goals. Each year Catholic Charities Hawai'i serves

over 40,000 individuals through four divisions that offer a comprehensive array from Keiki to Kupuna. Listed are Catholic Charities Hawai'i Housing and Referral Programs

(HARP) – Housing and support services for individuals that are homeless or at-risk for homelessness; Youth Enrichment Services – Services for youth and young adults with behavioral health challenges; Family and Therapeutic Services – Programs for vulnerable children and families; and Community and Senior Services – Services for seniors and immigrants.

(ALICE Program) - Housed at Hale Wai Vista, a 215-unit affordable housing program that serves the Waianae community. Catholic Charities Hawai'i has been at Hale Wai Vista for 14 years. Each year Hale Wai Vista connects more than 425 individuals with resources and services helping to achieve household stability. Financial programs include: Hawaiian Community Assets financial workshops for adults and youth; financial counseling; financial assistance for rent and utilities; loan products; AARP free taxes for Kupuna and workshops to fill out simple tax forms. Behavioral health support includes Koastal Kids Program and Keiki to Kupuna and Waianae Coast Comprehensive Health Center. Catholic Charities Hawai'i staff is committed to maintaining the relationships with Aloha United Way ALICE Initiative.

Fanchon Keamo-Young is the Program Director II with Catholic Charities Hawai'i Hale Wai Vista and Koastal Kids programs. She has been overseeing and providing services for the homeless and at-risk families for over 20 years. Fanchon works with diverse populations serving the poor in rural communities, advocating to break the stigma for those challenged with mental health issues, and continuously seeking and advocating for resources. Fanchon is a member of Honolulu Community Action Program District Council in Waianae, Institute for Native Pacific Education and Culture, Partners In Care, and a partner member with American Job Center Hawaii. She is a Mental Health First Aid Certified Trainer. Continue to identify the needs of District 1, research to secure funding resources, and execute programs.

Janine Kaaloa, aka Kanoe, is the Program Director I with Catholic Charities Hawaii. Kanoe brings her expertise, with compassion, and is culturally rooted in District 1. Kanoe has served in various capacity within Catholic Charities Hawaii housing programs, currently overseeing and providing services to families that has been affected by COVID on Oahu and Maui. She has managed programs along the housing spectrum, from outreach homeless to support opportunities in homeownership programs. Kanoe started a CCH Collab bringing together 5 different programs to work smarter for greater impact for families and community. Kanoe is aware of District 1 community needs and involved in various capacities within the community. Her leadership skills are her strengths that continues to motivate her to advocate for people in need.

Kimie Korenaga is the current case manager located at Hale Wai Vista. She has been working with local families through various programs including have worked for the Department of Education and other businesses/non-profit organizations in Waianae over the past 7 years. She understands the demographic as she lives it. Her case management practices currently include all projected measurable outcomes proving that outcomes are obtainable. Her case management style involves gaining participant trust and utilizing motivational interviewing. Motivational Interviewing is a client-centered, goal-oriented approach to communication and counseling that is designed to elicit behavior change by helping individuals explore and resolve ambivalence.

E. No CITY funds or assistance. The highest consideration will be given to applicants that do not receive other funding or any form of assistance from the CITY. While applicants that receive other funding or assistance from the CITY may apply for Grants in Aid funding, the extent of funding or assistance already received in relation to services provided must be considered prior to awarding Grants in Aid funds. A percentage of the sub-total criteria points will be awarded to Grantees based on the criteria below and the information about past funding / assistance from the CITY that follows.	
The applicant has received no award from the CITY within the last 3 years.	**10%**
The applicant has received 1-2 awards from the CITY within the last 3 years.	**7%**
The applicant has received 3-5 awards from the CITY within the last 3 years.	**5%**
The applicant has received between 6-9 awards from the CITY within the last 3 years.	**3%**
The applicant has received 10 or more awards from the CITY within the last 3 years.	**0%**

GRANTEE RECEIPT OF CITY GRANTS

Identify all CITY grants received by Grantee (or Fiscal Sponsor) in the last three (3) years. Information will be verified by the CITY.

1. Grant Activity Name & Contract#: Housing First Increment III CT-DCS-2100147 (amend. 6)
   Grant Period: 11/30/2023 to 11/30/2024 Grant Amount: $9,100,000.00
   Grant Purpose: Provide housing first services to chronically homeless households.
   Grant Activity Status: ☒ Underway ☐ Completed ☐ Canceled
   Administrating Division: Department of Community Services

2. Grant Activity Name & Contract#: Housing First Increment IV CT-DCS-2400105 (amend. 1)
   Grant Period: 9/1/2023 to 8/31/2024 Grant Amount: $131,505.05
   Grant Purpose: Provide housing first services to chronically homeless households.
   Grant Activity Status: ☒ Underway ☐ Completed ☐ Canceled
   Administrating Division: Department of Community Services

3. Grant Activity Name & Contract#: Rent and Utility Relief Program PO-MAY-2100316
   Grant Period: 3/24/201 to 1/31/2023 Grant Amount: $59,311,969.03
   Grant Purpose: Financial assistance for households negatively impacted during the pandemic.
   Grant Activity Status: ☐ Underway ☒ Completed ☐ Canceled
   Administrating Division: Office of Economic Revitalization

4. Grant Activity Name & Contract#: Rent and Utility Relief Program CT-MAY-2200122
   Grant Period: 2/1/2022 to 9/30/2025 Grant Amount: $55.077,268.30
   Grant Purpose: Financial assistance for households negatively impacted during the pandemic
   Grant Activity Status: ☒ Underway ☐ Completed ☐Canceled
   Administrating Division: Office of Economic Revitalization

5. Grant Activity Name & Contract #: State and Local Fiscal Recovery Funds CT-MAY- 2300079
   Grant Period: 10/1/2022 to 10/31/2026 Grant Amount: $31,610,812.64
   Grant Purpose: Financial assistance for households negatively impacted during the pandemic
   Grant Activity Status: ☒ Underway ☐ Completed ☐ Canceled
   Administrating Division: Office of Economic Revitalization

6. Grant Activity Name & Contract #: Housing Assistance; MA-DCS-2300059; MA-DCS- 2100005, MA-DCS-210005
   Grant Period: FY23, FY22 (completed), FY21(completed)
   Grant Amount: $184,832.40; $290,612.30; $260,284.00
   Grant Purpose: Housing Assistance, Counseling, Information and Referral.
   Grant Activity Status: ☒ Underway ☐ Completed ☐ Canceled
   Administrating Division: Elderly Affairs Division

7. Grant Activity Name & Contract #: Housing Assistance–Federal CARES Act MA-DCS- 210005
   Grant Period: FY21 Grant Amount: $242,077.50
   Grant Purpose: Housing Assistance, Counseling, Information and Referral
   Grant Activity Status: ☐ Underway ☒ Completed ☐ Canceled
   Administrating Division: Elderly Affairs Division

8. Grant Activity Name & Contract #: Group Transportation (ARPA) MA-DCS-2300059; RQN-DCS-2200070; RQS-DCS-2101057
   Grant Period: FY23, FY22 (complete), FY21 (complete)
   Grant Amount: $407,000; $502,960; $315,000
   Grant Purpose: Transportation services for older adults
   Grant Activity Status: ☒ Underway ☐ Completed ☐ Canceled
   Administrating Division: Elderly Affairs Division

9. Grant Activity Name & Contract #: Kupuna Care Transportation MA-DCS-2300059; RQN-DCS-2200786; RQN-DCS-2101040
   Grant Period: FY23, FY22 (completed), FY21 (completed)
   Grant Amount: $265,000; $140,000; $440,000
   Grant Purpose: Transportation services for older adults
   Grant Activity Status: ☒ Underway ☐ Completed ☐ Canceled
   Administrating Division: Elderly Affairs Division

10. Grant Activity Name & Contract #: Lanakila Multipurpose Senior Center MA-DCS- 2000138
    Grant Period: FY23; FY22 (completed); FY21 (completed) Grant Amount: $410,139.99
    Grant Purpose: Senior Center programs and activities
    Grant Activity Status: ☒ Underway☐ Completed ☐ Canceled
    Administrating Division: Elderly Affairs Division

11. Grant Activity Name & Contract #: Caregiver Support/Caregiver Training DO-DCS- 2301015
Grant Period: FY22 Grant Amount: $41,250.00
Grant Purpose: Caregiver Support and Training
Grant Activity Status: ☒ Underway☐ Completed☐ Canceled
Administrating Division: Elderly Affairs Division

12. Grant Activity Name & Contract #: Housing Stabilization CT-DCS-2500013
Grant Period: 10/1/2024 – 9/30/2025 Grant Amount: $150,000.00
Grant Purpose: To uplift District 1 providing access to housing resources with case management services through service planning, referrals and coordination of resources, and community engagement
Grant Activity Status: ☒ Underway☐ Completed☐ Canceled
Administrating Division: Department of Community Service

13. Grant Activity Name & Contract #: Hale Imi Ola CT-DCS-2400217
Grant Period: 2/16/2024 – 6/30/2026 Grant Amount: $2,625,000.00
Grant Purpose: CCH to provide no fewer than 11 units of Emergency Shelter and no fewer than 33 units of Bridge Housing. And to have an on-site resident manager to provide a home-like setting for participant counseling or participant interactions
Grant Activity Status: ☒ Underway☐ Completed☐ Canceled
Administrating Division: Department of Community Service

E. Age Friendly Honolulu (Complete only if applying for the bonus points)
Consideration is to be given to applicants that incorporate the vision and goals of the Age-Friendly Honolulu Program (as codified in ROH Chapter 2, Article 22), including but not limited to (1) enabling residents of all ages to actively participate in activities that keep them socially engaged, healthy, and active; and (2) removing barriers to inclusion for and providing support services to vulnerable residents and/or have physical limitations.

If awarded bonus points for being an Age-Friendly Honolulu project, the Grantee will be subject to additional reporting requirements, including but not limited to name, age, and physical location of seniors being served by the project.

To be eligible for the bonus points as an Age-Friendly Honolulu project an organization must demonstrate the proposal aligns with Age-Friendly Honolulu's priorities by completing the following TWO steps:

1) Go the following website https://www.hiphi.org/age-friendly-honolulu/ to access an Age-Friendly Honolulu training video. The video should be watched by at least one (1) person from the non-profit organization in a leadership position (Executive Director, Administrator, or equivalent). This video will define an "age-friendly city" and explain what types of projects align with the Age-Friendly Honolulu Vision.

2) Complete the section below by selecting which Age-Friendly Honolulu category best fits the activities of your organization and providing a brief description of how your proposal is an Age-Friendly Honolulu project.

☐ Enabling Residents of all ages to actively participate in activities that keep them socially engaged, healthy, and active, particularly at the oldest ages

☐ Providing Kupuna with meaningful roles in the community, including mentors, volunteers, or through intergenerational programming

☐ Removing barriers to support community inclusion and accessibility for persons of all abilities.

3) How is your proposal an Age-Friendly Honolulu Project and explain how your organization can meet the additional reporting requirements if awarded? *(2,000 character count limit)*

Proposal 18

APPENDIX A: TIER II GRANT PROPOSAL (Grants $25,000 to $150,000)
SOLICITATION NO. RGP-DCS-GIA2026

Instructions: The proposal below must be completed in full. Responses must be provided in the fillable boxes provided. Where annotated, the fillable boxes have predetermined maximum limits on character counts. Letters, numbers, punctuation marks, and spaces are included in the character count limits.

SECTION I
SUMMARY

A. Grantee Legal Name:	Chaminade University of Honolulu
B. Is Grantee a Fiscal Sponsor?	☐Yes ☒ No
C. Grant Activity Name:	Mālama Honolulu: Educator Training for a Sustainable Future

D. Briefly describe the Grantee's background, history (including year established), and mission. *(400 character count limit)*

Chaminade University of Honolulu, founded in 1955, is a Federally-designated Minority- and Native Hawaiian-serving institution. Chaminade is committed to ensuring college access and success to under-represented student populations, including first generation, low-income, and Native Hawaiian and Pacific Islander students. Our students are 34% Pell eligible and 51% are first-generation students.

E. Briefly describe the Grant Activity and public need being filled. *(400 character count limit)*

Mālama Honolulu: Educator Training for a Sustainable Future offers place-based sustainability education to underrepresented students and O`ahu Title I educators. Interns and educators will address environmental topics aligned with O'ahu's needs, the UN Sustainable Development Goals (SDGs), the shared wisdom of senior experts and Chaminade's UN CIFAL Honolulu Sustainability Center.

F. Briefly summarize Grant Activity outcomes and measures of success, including number and description of those served. *(400 character count limit)*

Fourteen Chaminade student interns will act as Sustainability Ambassadors, and share SDGs and knowledge gained from ten senior sustainability experts with 25 Title I school educators who can reach 3500 students. Educators will incorporate the SDGs and invaluable place-based sustainability knowledge in their classrooms and school projects which will be shared at a final hō'ike and archived.

G. Council District
Check all districts that will benefit from the Grant Activity. Provide the amount requested per district. Amounts must be in whole numbers only.

x District 1 $ 22,500	x District 2 $ 22,500	x District 3 $ 22,500
x District 4 $ 11,250	x District 5 $ 15,000	x District 6 $ 11,250
x District 7 $ 15,000	x District 8 $ 15,000	x District 9 $ 15,000

Total Amount Requested (must be $25,000 to $150,000)	$150,000

H. Type of Grant Activity (pick ONE category that best reflects the Grant Activity):		
1. Public Services: Projects in this category will support qualified public services and programs for the target populations deemed by the CITY to be most vulnerable.		
☐ A. Public Service – Seniors	☐ B. Public Service - Children	☐ C. Public Service - Disabilities
☐ D. Public Service – Homeless	☐ E. Public Service – Domestic Violence	☐ F. Public Service – Substance Abuse
☐ G. Public Service – Mental Health	☐ H. Public Service – Other (describe):	
2. Arts, Culture, Community/Economic Development, and the Environment: Projects in this category will support the sustainable improvement in the well-being and quality of life of local communities, especially low- to moderate income areas.		
☐ A. Arts	☐ B. Culture	☐ C. Community Development
☐ D. Economic Development	☒ E. Environment	

GRANTEE'S CERTIFICATION AND SIGNATURE

The undersigned, subject to personal liability and penalty under applicable law, certifies that he or she: (i) is authorized to sign this Grant Proposal; (ii) personally prepared or reviewed the matters found in this Grant Proposal (including any related documents/attachments); (iii) asserts all statements made in this Grant Proposal (including all attachments) are true, accurate and complete; (iv) has the requisite skills and knowledge to assert the foregoing certification; and (v) has complied and shall continue to comply with all applicable requirements of Chapter 6, Article 29 of the Revised Ordinances of Honolulu 2021, as amended (Link), regarding private organizations receiving grants of public funds from the City and County of Honolulu.

Signature of Grantee (Fiscal Sponsor) Officer

11-20-2024
Date

Printed Name and Title: Lynn Babington PhD, President

CERTIFICATE OF THE BOARD OF DIRECTORS NO OBLIGATIONS IN ARREARS

The undersigned of the Board ("Grantee") hereby certifies that the Grantee or any principal of the Grantee or sponsored organization (where the Grantee is a Fiscal Sponsor) is not in arrears on any financial or other obligation owed to the City & County of Honolulu, a municipal corporation of the State of Hawaii.

(Signature)

Keiki-Pua Dancil, PhD
(Print name)

CERTIFICATE OF THE BOARD OF DIRECTORS AUTHORIZATION TO ASSIGN AUTHORITY

The undersigned of the Board ("Grantee") hereby certifies that Lynn Babington, PhD, President, has been authorized by the Board of Directors to sign proposals, contracts, and related documents on behalf of the Grantee. Accordingly, I hereby assign the authority by the Board to execute proposals, contracts, and contract amendments on behalf of the Grantee, and further certify that the assigned is given the power and authority to do all things necessary to implement, maintain, amend, or renew such contracts, including but not limited to the delegation of signing authority to another employee of the Grantee.

(Signature)

Keiki-Pua Dancil, PhD
(Print name)

STATE OF HAWAII)
CITY AND COUNTY OF HONOLULU)

On this 8th day of November, 2024, before me appeared Keiki-Pua Dancil, PhD, personally known to me, who, being by me duly sworn, did say that he/she is the Chair of the Board of Regents of Chaminade University of Honolulu and that the corporation has no corporate seal, and that said instrument was signed in behalf of said corporation by authority of its Board of Directors, and said she acknowledged said instrument to be the free act and deed of said corporation.

TAMMY P. N. HOHU NOTARY PUBLIC Comm. No. 09-150 STATE OF HAWAII

Notary Public, State of Hawaii

My Commission expires: 4/26/2025

Doc. Date: undated @ time of notary # Pages 20
Name: Tammy P.N. Hohu 1st Circuit
Doc. Description: City & County of Honolulu Grants in Aid Solicitation No RFP-DCS-GIA2026

11/8/2024
Signature Date

NOTARY CERTIFICATION

TAMMY P. N. HOHU NOTARY PUBLIC Comm No 09-150 STATE OF HAWAII

SECTION II
GRANT ACTIVITY INFORMATION

A. Describe how the community need, stated problem/issue, and target population are effectively validated. The description must include how the public services' target population is vulnerable or how the arts, culture, community/economic development, or environmental activities will especially support low- to moderate-income areas.

1. Provide substantive data and other qualifying information to demonstrate how the problem/issue impacts the target population and is a community priority that needs to be addressed. *(5,000 character count limit)*

For centuries, Hawai'i was home to a strong, cohesive culture that produced adequate food for its people while sustainably managing the land and water resources. Today, Hawaii imports at least 80% of its food and 85% of its energy. Hawaii is also on the front lines of climate change impacts, including rising sea levels, ocean acidification, coral reef bleaching, and extreme weather events. In 2018, Hawaii experienced the highest recorded rainfall in a single 24-hour period, with 51 inches. In 2015, the islands were surrounded by three Category 4 hurricanes for the first time in recorded history. The high winds and drought conditions that drove the fire that destroyed Lahaina in 2023 were exacerbated by climate change and invasive grasses. While climate change affects the entire state, low-income households are impacted disproportionately. For example, they often lack the financial resources to recover from extreme weather events like floods, droughts, and storms, have limited access to essential services like clean water and healthcare, and are frequently located in geographically vulnerable areas, increasing their exposure to climate-related hazards like rising sea levels and changing agricultural patterns.

Hawaii's natural environment, while beautiful, is also at extreme risk in part due to climate change but also due to invasive species like mosquitoes that have already caused the extinction of more than half of Hawaii's native birds. Hawaii currently has 396 Critically Endangered Species. The next closest state, Alabama, has 47. Hawaii also has the highest rate of unique "endemic" species in the world with over 98% of our land plants occurring nowhere else on earth. In addition to the threats they face and their uniqueness, Hawaii's native species and ecosystems hold critical cultural value to Hawaiians and provide major utilitarian value to everyone as food, the foundations of ecotourism, storm protection for our shorelines, natural fresh water reserves, etc. Accompanying the sad facts about extinction, and perhaps because of its direness, are our collective extremely innovative, determined and often successful efforts to eradicate invasive species, restore ecosystems, and bring species back from the brink of extinction. In this way, Hawaii is perhaps the world's best ecological rehabilitation think tank.

Hawaii's natural resources are globally recognized as a unique and invaluable public trust that must be managed wisely and sustainably to ensure they remain available for future generations while continuing to provide beauty, enjoyment, knowledge, livelihoods, and cultural preservation today. This grant aims to ensure that more of Hawaii's underrepresented youth become knowledgeable about our natural resources, their fragility and value, as well as successful efforts to sustain and restore them so that they may benefit and pay it forward in their lifetimes.

In 2008, the State of Hawaii, in collaboration with the community, crafted the "Hawaii 2050 Statewide Sustainability Plan." This plan was designed to tackle the unique challenges that the island state and world's most remote population center, confronts. These challenges addressed in the plan include the existential threats from climate change, food and energy

insecurity, along with issues related to sanitation and waste management. The Plan outlines six key goals that align with the United Nations Sustainable Development Goals (SDGs), which are interlinked, addressing global issues such as poverty, inequality, climate change, environmental degradation, peace, and justice. The Hawaii 2050 Plan sets forth local sustainability objectives and actions, which annually assess Hawaii's contribution to the global SDGs through a scorecard.

Through our proposed activities, we have integrated the priorities identified by the United Nations, the Hawaii 2050 Statewide Sustainability Plan, the Aloha+ Challenge Dashboard, and our 25 years of experience in Environmental Studies, as well as insights from our UN CIFAL Honolulu and the UN CIFAL Global Network leadership. A new and exciting element in this Mālama Honolulu: Educator Training for a Sustainable Future grant proposal is the inclusion of invaluable knowledge, stories, strategies, and values shared by kapuna (native Hawaiian seniors). Their expertise, rooted in diverse topics, aligns with these guiding frameworks while also deepening our perspectives and carrying forward time-tested values, beliefs, and practices.

B. Describe the proposed plan

1. Provide a description of the Grant Activity. This description will be used as the scope of services in the contract. Describe why you chose this Grant Activity and how it will effectively address the community's problem / need. *(3,000 character count limit)*

As part of its commitment to sustainability, CIFAL Honolulu proposes the launch of Mālama Honolulu: Educator Training for a Sustainable Future, a year long program that promotes sustainability education informed not only by the UN's Sustainable Development Goals (SDGs) through Chaminade's CIFAL Honolulu, but also through the wisdom of Hawai'i's senior sustainability leaders. Applying our experience with the "train the trainer" model, CIFAL Honolulu aims to impact and shape 3,500 youth sustainability leaders through their Title I school teachers.

CIFAL Honolulu will first recruit and train 14 Chaminade University students to become CIFAL Honolulu's Sustainability Student Ambassadors. Their role will be to share the knowledge and practices gained through a special UNITAR (United Nations Institute for Training and Research) certified spring 2026 course: ENV 490:*Training for a Sustainable Future.* Students will also learn important place-based sustainability wisdom from senior sustainability leaders.

ENV 490 will teach the students in depth about SDG #13: Climate Action, SDG#14: Life Below Water, SDG #15: Life on Land, SDG # 6: Clean Water and Sanitation, SDG #7: Affordable and Clean Energy, SDG#11: Sustainable Cities and Communities and SDG#12: Responsible Consumption and Production. We will also showcase the wisdom of senior citizens who are experts in areas that align with each of these SDGs. The students will therefore learn the local and global vision for each Goal, as well as local values and strategies for accomplishing them.

Also in the spring, we will recruit 25 teachers from O'ahu Title I schools based on their interest in implementing sustainability education and projects. Our Student Ambassadors will become the Title I school teachers' mentors and research assistants throughout their Mālama Honolulu: Educator Training for a Sustainable Future, during the summer of 2026. The Educator Training will occur in three stages: (1) Early summer: a three-day introductory Title I teachers workshop with CIFAL Honolulu leadership, senior sustainability leaders, and Chaminade Education faculty, (2) Mid-summer: Ambassadors and CIFAL Honolulu provide

ongoing SDG mentoring and research with teachers as they design their fall courses and projects, (3) Late summer: Culminating hōʻike where teachers share their new sustainability-focussed course and project designs.

Students taking and enrolling in ENV 490 and continuing in the summer as Sustainability Student Ambassador interns will receive $3000 stipends for their involvement. Educators participating in the initial summer workshop will receive a $500 stipend and a UNITAR Certificate of *Participation* for completing SDG training with CIFAL Honolulu and the Sustainability Student Ambassadors. Educators who complete sustainability-aligned content and/or projects and present at the hōʻike will receive an additional $1,000 stipend and a UNITAR Certificate of *Completion*.

2. Provide measurable outcomes, describe how outcomes are aligned with the purposes and priorities of the Grants in Aid Fund, and describe how outcomes directly benefit the target population. *(3,000 character count limit)*

Public Services should begin with a statement of the number of individuals that the Grant Activity will directly benefit during the Grant Term.

Arts, Culture, Community/Economic Development or Environment should begin with a statement as to how the Grant Activity supports the sustainable improvement in the well-being and quality of life of local communities, especially low to moderate income areas.

Raising environmental awareness can lead to important (measurable) outcomes that impact quality of life:

Informed Decisions: Awareness helps individuals and communities understand the causes and effects of climate change, leading to informed choices about consumption, energy use, and lifestyle.
Collective Action: When people are aware of environmental issues, they are more likely to advocate for policy changes and support initiatives aimed at reducing carbon footprints, promoting renewable energy, and protecting ecosystems.
Behavior Change: Education about the environment encourages sustainable practices, such as recycling, reducing waste, and conserving water and energy, which collectively can make a significant impact.

Measurable Outcomes:

- Students enrolled in ENV 490 will become student Sustainability Ambassadors
- 14 of them will be invited to become paid summer interns assisting Title I teachers.
- Cifal Honolulu leadership and Chaminade faculty will identify and involve 10 senior experts in key need areas in ENV 490, an early summer teacher workshop, and a culminating ho`ike where seniors will be able to see the impact of their messages on Title I school teachers' course content and/or school projects.
- Senior experts will share their stories, values, sustainability strategies and wisdom enhancing their role in our community and enabling them to work with teachers, college students and keiki.

- 25 teachers will attend a June Workshop covering SDGs, senior knowledge, and O‘ahu’s pressing environmental needs.

- Sustainability Ambassador interns will mentor and provide research assistance to teachers for courses and projects throughout the summer beginning at the June Workshop.

- Title I Teachers will design and implement sustainability course content and projects into their fall 2026 courses and programs with the expertise they gain and with assistance from Chaminade Education faculty.

- A culminating hō‘ike for teachers sharing and archiving their ideas and action plans with Sustainability Ambassadors, senior experts, Chaminade Education faculty and CIFAL Honolulu leadership in attendance.

- An estimated 3500 K-12 children per term can benefit from the teachers’ efforts to incorporate sustainability education and projects designed around Oahu’s needs, the collective wisdom of elders, and the UN SDG.

- Development of a UNITAR certified sustainability online course for teachers offered globally

3. Provide an action plan to achieve the stated measurable outcomes. If the Grant Activity involves a partnership, provide a description of each partner’s role. Must include measurable milestones, specific events, or other performance measures appropriate to achieving the outcomes. *(3,000 character count limit)*

1. **Create an Outreach Plan** to recruit Chaminade students, senior sustainability experts, and Title I teachers to participate. Chaminade University and CIFAL Honolulu will work with faculty and community partners we currently work with and have worked with in the past to identify these individuals. (Title I school data here) CIFAL Honolulu will also promote all activities through our network and social media.

2. **Create a schedule and curriculum** that outlines:

    a. Develop and design *ENV 490: Training for a Sustainable Future* for students. Learning outcomes within the curriculum will include the participation and topics of senior sustainability experts, the SDG and Oahu’s environmental needs as determined and described by our various sources.

    b. Identify 14 paid Sustainability Ambassadors (two per SDG focus areas) to serve Title I teachers over the summer as SDG mentors, research assistants and purveyors of the knowledge gained from seniors in ENV 490.

    c. Host three day workshop for teachers headed by CIFAL Honolulu, Education and Environmental Studies faculty, and Ambassador interns to provide O`ahu environmental sustainability education and guidance to and Title I teachers.

d. Organize and maintain Sustainability Student Ambassadors' mentorship timeline with teachers. Ambassadors' provide expertise around particular SDG and senior stories and wisdom throughout the summer.

e. Celebrate sustainability-focused Title I teacher course content revisions and project designs focussed on Oahu's environmental sustainability needs in a culminating hōʻike and electronic archive of teachers' content revisions and sustainability projects.

f. Development of a UNITAR certified global course that will especially help other island communities.

4. Provide a budget narrative that explains how the budget in Section III will achieve the desired outcomes. (*3,000 character count limit)*

We are incentivizing participation in the program by providing stipends to key populations that will be collectively carrying the grant:

- Chaminade students
- CIFAL Leadership
- Chaminade Education faculty
- Senior sustainability experts
- Title I teachers for participation and completion of certification course

Students taking and enrolling in ENV 490 and continuing in the summer as Sustainability Student Ambassador interns will receive $3000 stipends for their involvement. Educators participating in the initial summer workshop will receive a $500 stipend and a UNITAR Certificate of *Participation* for completing SDG training with CIFAL Honolulu and the Sustainability Student Ambassadors. Educators who complete sustainability-aligned content and/or projects and present at the hōʻike will receive an additional $1,000 stipend and a UNITAR Certificate of *Completion*.

The Principle Investigator (PI), Dr. Gail Grabowsky, will provide oversight for the duration of the grant. Rhea Jose, CIFAL Honolulu Outreach Coordinator, will act as the Project Manager. Dr. Katrina Roseler will act as Education Advisor. Chaminade University will host the teacher workshops and hōʻike. Finally, we ask for supplies to help our recruiting efforts and facilitate sustainability education.

5. Provide a timeline that is complete, realistic and appropriate to achieve the desired outcomes. This timeline should also be reflected in Section IV. *(3,000 character count limit)*

1. October to December 2025
    a. *ENV 490: Training for a Sustainable Future* course planning and design
    b. Advertising and recruiting Chaminade students to enroll for course
    c. Identify senior sustainability experts aligned with Oʻahu sustainability needs
    d. Invitation to senior sustainability experts to participate in ENV 490

2. January to April 2026
    a. Offer ENV 490
    b. Reach out to Title I teachers to recruit for workshop
    c. Identify student Sustainability Ambassadors in ENV 490 for summer internship

3. May 2026

a. Plan teacher workshop for June 2026

4. June 2026
    a. Deliver teacher workshop
    b. Sustainability Ambassadors and teachers begin collaborating on course and project redesign

5. July 2026
    a. Hōʻike
    b. Archive course and project redesign for Oʻahu's teacher

6. August to September 2026
    a. UNITAR online course design

C. Provide evidence of the agency's ability to perform the proposed grant activity through past performance, current capacity and/or plan to acquire the capacity to perform.

1. Provide data that demonstrates proven success in offering the same, similar, or related activities to achieve the proposed outcomes. *(3,000 character count limit)*

Chaminade has several examples of successful programs that leverage our expertise to benefit the broader community:

United Nations CIFAL Honolulu Center for Sustainability In 2021, Chaminade was invited to form a United Nations CIFAL Center (CIFAL is a French acronym for International Training Centers for Local Authorities and Local Actors). The Center is part of a global network that specializes in training the next generation of sustainability experts, actors, and leaders and supporting Pacific communities in achieving the Global Goals, commonly known as the UN Sustainable Development Goals (SDGs) for Pacific communities. In alignment with the Hawaiʻi 2050 Sustainability Plan and the Aloha+ Challenge, CIFAL Honolulu provides diverse educational opportunities to empower individuals with the knowledge and skills, that reflect their values, to re-think and identify necessary changes to promote sustainability resilience in their communities.

CIFAL Honolulu has trained 10,340 beneficiaries who come to us for educational opportunities with the aim of helping their communities. Many of our beneficiaries act as trainers and teachers themselves. This grant proposal employs a similar methodology of training the trainers. We have created three online UNITAR certified courses that are offered globally, and delivered over 200 events, workshops and programs. We have served people throughout Oceania and bring with us a wealth of understanding of the issues that Pacific Islands and their people face.

LEAP-FAST (Leaders in Higher Education Alliance and Programme – For Accelerating Sustainability Transformations)**:** The United Nations UNESCO (United Nations Educational, Scientific and Cultural Organization) worked in combination with the CIFAL Global Network, including CIFAL Honolulu to develop a strategy that was approved at the most recent *2024 High-Level Political Forum on Sustainable Development.* The Joint Statement provides the methodologies necessary to transform institutions of higher education. The expertise that we have collectively devised is currently helping transform Chaminade as an example of a sustainability-focused institution of higher learning. It is this sort of transformation that we aim to provide to our community through this grant.

I am a Scientist, a previous C&C GIA recipient, who brings Chaminade science faculty and college students to local elementary schools to offer hands-on science modules, rooted in best practices for early STEM engagement.

Chaminades's Economic Education Center for Excellence hosts annual summer workshops aimed at equipping K-12 teachers with financial literacy skills that they can adapt to their specific classroom levels.

NOAA's Hawai'i Bay Watershed Education and Training Program Chaminade's School of Education and School of Natural Science joined together to offer a program that builds the capacity of Hawaii's secondary science teachers to engage their students in *ahupua'a* education and cultivate stewardship.

2. Describe the applicant's capacity to successfully achieve the proposed outcomes.
OR
Provide a plan to acquire the capacity to successfully achieve the proposed outcomes (including how the applicant has acquired similar capacity in the past).

Responses should include organizational knowledge, staffing, fiscal resources, facilities and other resources, stakeholders and relationships, and other relevant resources. *(3,000 character count limit)*

Chaminade's CIFAL Center is led by **Dr. Gail Grabowsky, Dean, School of Natural Sciences and Mathematics and Professor of Environmental Studies.** Grabowsky was the Director of Chaminade's Environmental Studies Program since its inception in 2000. She has published an award-winning book: 50 Simple Things You Can Do To Save Hawaii and appeared as a "science character" in National Geographic/Sea Studios' series: The Shape of Life. Gail was appointed by Governors Cayetano and Lingle to serve on the State's Environmental Council for eight years, the last two as Chair. She has also helped advise on policy and education as a member of the Advisory Council for the Northwestern Hawaiian Islands Coral Reef Ecosystem Reserve, now known as Papahanaumokuakea National Marine Monument, a World Heritage site. Dr. Grabowsky holds a bachelor's degree and Ph.D. in Zoology from Duke University.

Rhea Jose is the CIFAL Honolulu Outreach Coordinator. Jose received her BS in Environmental Studies and a BA in English from Chaminade University. Jose is from Palau and Guam and is committed to the CIFAL Honolulu mission of offering training and networking to Pacific communities to help them overcome the challenges they face. Rhea was awarded her first grant last year from the Marianist Sponsorship Ministry that ensured equitable access to feminine hygiene products and female health education on campus.

Dr. Katrina Rosseler: Katrina Roseler, Ph.D. is an Associate Professor and Director of Teacher Preparation Programs at Chaminade University of Honolulu. Her expertise in teacher education makes her a vital asset in supporting initiatives aimed at enhancing teaching practices and student outcomes. Dr. Roseler's work emphasizes reflective teaching, interdisciplinary approaches, and the integration of cultural and community resources into education. Dr. Roseler has successfully designed workshops and tools that equip teachers with innovative strategies for improving classroom instruction. Her dedication to empowering educators aligns with her focus on creating inclusive, student-centered learning environments.

CIFAL Honolulu has collaborated with many community partners to incorporate SDGs within their projects, lesson plans, or events. A small subset includes current work with Hawai'i

Technology Academy to incorporate sustainability learning within their STEM and English courses. Additionally, we have a federally funded Minority Business Development Association sustainable entrepreneurship program called ʻĪnana Innovators, which provides foundations in sustainability and design thinking to individuals interested in the entrepreneurship pathway.

Finally, in partnership with Punahou Schools, CIFAL Honolulu helped create the Sustainability Fellowship, a 15-month internship program that focuses on local and culturally relevant systems thinking in science, economics, public policy, and ethics. We piloted the internship in Summer 2024, recruiting students from Punahou and Title I schools.

D. Describe the applicant's sustainability and/or additional long-term benefit to the community

1. Provide a plan for sustaining and / or expanding activities beyond the applicable grant period. *(2,000 character count limit)*

As a United Nations Institute for Training and Research (UNITAR) affiliated education center for the Pacific region, CIFAL Honolulu will leverage the Mālama Honolulu: Educator Training for a Sustainable Future program to mirror and develop an online UNITAR certified course for educators across Oʻahu, but also including the **entire State of Hawaiʻi, and the broader Pacific**.

This course will exist online indefinitely. In addition, the specific course and project redesigns that result from this grant will be archived for Oʻahu teachers.

Perhaps the most long lasting and far reaching benefit to the community will be carried out by the 3,500 Title I students who will be inspired by their teachers' passions and the resulting course and project redesigns. They will pay it forward for years and perhaps generations.

2. Describe the applicant's capacity and resources to carry out the above plan (staffing, funding, etc.) beyond the grant period. *(2,000 character count limit)*

Beyond the grant period, CIFAL Honolulu has the support of dedicated staff of the Office of Sponsored Programs, a program dedicated to supporting faculty and staff of Chaminade University to secure financial support to advance research and initiatives.
As a United Nations-affiliated center, CIFAL Honolulu is equipped with an experienced and driven team focused on promoting awareness of the United Nations Sustainable Development Goals (SDGs) and advancing sustainability initiatives. This commitment, combined with the resources of Chaminade University of Honolulu, will help ensure the program's longevity and impact in achieving the long-term goals of sustainability education in Hawaiʻi and the Pacific.
In addition, Chaminade has many long-term relationships assisting, serving, and educating our partners in the community. Many of Chaminade's courses and programs incorporate service learning and community engagement as part of our mission.

E. No CITY funds or assistance.
The highest consideration will be given to applicants that do not receive other funding or any form of assistance from the CITY. While applicants that receive other funding or assistance from the CITY may apply for Grants in Aid funding, the extent of funding or assistance already received in relation to services provided must be considered prior to awarding Grants in Aid funds.

A percentage of the sub-total criteria points will be awarded to Grantees based on the criteria below and the information about past funding / assistance from the CITY that follows.

The applicant has received no award from the CITY within the last 3 years.	**10%**
The applicant has received 1-2 awards from the CITY within the last 3 years.	**7%**
The applicant has received 3-5 awards from the CITY within the last 3 years.	**5%**
The applicant has received between 6-9 awards from the CITY within the last 3 years.	**3%**
The applicant has received 10 or more awards from the CITY within the last 3 years.	**0%**

GRANTEE RECEIPT OF CITY GRANTS

Identify all CITY grants received by Grantee (or Fiscal Sponsor) in the last three (3) years. Information will be verified by the CITY.

1. Grant Activity Name & Contract #: CT-DCS-2400011
   Grant Period: 10/1/2023- 9/30/2024 Grant Amount: $200,000
   Grant Purpose: Mobile Health Program
   Grant Activity Status: ☐ Underway ☐ Completed ☒ Canceled
   Administrating Division:

2. Grant Activity Name & Contract #:
   Grant Period: _____ Grant Amount:
   Grant Purpose:
   Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
   Administrating Division:

3. Grant Activity Name & Contract #:
   Grant Period: _____ Grant Amount:
   Grant Purpose:
   Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
   Administrating Division:

4. Grant Activity Name & Contract #:
   Grant Period: _____ Grant Amount:
   Grant Purpose:

E. Age Friendly Honolulu (Complete only if applying for the bonus points)
Consideration is to be given to applicants that incorporate the vision and goals of the Age-Friendly Honolulu Program (as codified in ROH Chapter 2, Article 22), including but not limited to (1) enabling residents of all ages to actively participate in activities that keep them socially engaged, healthy, and active; and (2) removing barriers to inclusion for and providing support services to vulnerable residents and/or have physical limitations.

<u>If awarded bonus points for being an Age-Friendly Honolulu project, the Grantee will be subject to additional reporting requirements, including but not limited to name, age, and physical location of seniors being served by the project.</u>

To be eligible for the bonus points as an Age-Friendly Honolulu project an organization must demonstrate the proposal aligns with Age-Friendly Honolulu's priorities by completing the following TWO steps:

1) Go the following website https://www.hiphi.org/age-friendly-honolulu/ to access an Age-Friendly Honolulu training video. The video should be watched by at least one (1) person from the non-profit organization in a leadership position (Executive Director, Administrator, or equivalent). This video will define an "age-friendly city" and explain what types of projects align with the Age-Friendly Honolulu Vision.

2) Complete the section below by selecting which Age-Friendly Honolulu category best fits the activities of your organization and providing a brief description of how your proposal is an Age-Friendly Honolulu project.

☐ Enabling Residents of all ages to actively participate in activities that keep them socially engaged, healthy, and active, particularly at the oldest ages

☒ Providing Kupuna with meaningful roles in the community, including mentors, volunteers, or through intergenerational programming

☐ Removing barriers to support community inclusion and accessibility for persons of all abilities.

3) How is your proposal an Age-Friendly Honolulu Project and explain how your organization can meet the additional reporting requirements if awarded? *(2,000 character count limit)*

Mālama Honolulu: Educator Training for a Sustainable Future creates an opportunity for kupuna (seniors) to socially engage with current undergraduate students, as well as teachers on O'ahu. The program empowers seniors to serve as sustainability leaders, sharing their wisdom and expertise on diverse topics. Through meaningful exchange with kupuna, students and teachers will learn about past and modern approaches to sustainability and education, enriching their understanding and fostering an intergenerational learning environment. The project will foster an environment for kupuna to feel a sense of purpose, while enriching their connection to the community.

If awarded, CIFAL Honolulu will meet additional reporting requirements, by keeping count on the number of kupuna involved in the project, their residential zip code, and how many individuals they taught. We will also collect photos and various anecdotes to share with Age-Friendly Honolulu. Information will be collected through a Google Form application, in-person conversation, all saved through a Google Drive.

APPENDIX A: TIER II GRANT PROPOSAL (Grants $25,000 to $150,000)
SOLICITATION NO. RGP-DCS-GIA2026

Instructions: The proposal below must be completed in full. Responses must be provided in the fillable boxes provided. Where annotated, the fillable boxes have predetermined maximum limits on character counts. Letters, numbers, punctuation marks, and spaces are included in the character count limits.

SECTION I
SUMMARY

A. Grantee Legal Name:	Collaborative Support Services, Inc.
B. Is Grantee a Fiscal Sponsor?	☐ Yes ☒ No
C. Grant Activity Name:	Aloha at Home

D. Briefly describe the Grantee's background, history (including year established), and mission. *(400 character count limit)*

Collaborative Support Services, Inc. (CSS) is a 501(c)(3) established in 2018 to serve as a backbone support organization for the efforts of Early Childhood Action Strategy (ECAS), a statewide government/non-government collaborative launched in 2012 to improve outcomes and strengthen the system of care for Hawai'i's keiki, prenatal to age eight.

E. Briefly describe the Grant Activity and public need being filled. *(400 character count limit)*

Aloha at Home is a multi-year initiative of ECAS, involving 20 partner organizations, to decrease the rates of family violence and support the healthy development of keiki through community-wide messaging, education and family-engagement efforts. Activities focus on family-strengthening toolkits, community partnership, communications, and outreach work targeting O'ahu families with young children.

F. Briefly summarize Grant Activity outcomes and measures of success, including number and description of those served. *(400 character count limit)*

The Activity will engage 5 different partner organizations and serve 400 families with children. Partners will gain new tools for working with families toward healthier home environments. Families will increase skills for building healthy relationships within the home, knowledge of support services, & understanding of the connection between nurturing relationships & healthy child development.

G. Council District
Check all districts that will benefit from the Grant Activity. Provide the amount requested per district. Amounts must be in whole numbers only.

☒ District 1 $32,550	☒ District 2 $32,550	☒ District 3 $32,550
☐ District 4 $	☐ District 5 $	☒ District 6 $32,550
☐ District 7 $	☐ District 8 $	☒ District 9 $32,550
Total Amount Requested (must be $25,000 to $150,000)	$162,750	

H. Type of Grant Activity (pick ONE category that best reflects the Grant Activity):		
1. Public Services: Projects in this category will support qualified public services and programs for the target populations deemed by the CITY to be most vulnerable.		
☐ A. Public Service – Seniors	☒ B. Public Service - Children	☐ C. Public Service - Disabilities
☐ D. Public Service – Homeless	☐ E. Public Service – Domestic Violence	☐ F. Public Service – Substance Abuse
☐ G. Public Service – Mental Health	☐ H. Public Service – Other (describe):	
2. Arts, Culture, Community/Economic Development, and the Environment: Projects in this category will support the sustainable improvement in the well-being and quality of life of local communities, especially low- to moderate income areas.		
☐ A. Arts	☐ B. Culture	☐ C. Community Development
☐ D. Economic Development	☐ E. Environment	

GRANTEE'S CERTIFICATION AND SIGNATURE

The undersigned, subject to personal liability and penalty under applicable law, certifies that he or she: (i) is authorized to sign this Grant Proposal; (ii) personally prepared or reviewed the matters found in this Grant Proposal (including any related documents/attachments); (iii) asserts all statements made in this Grant Proposal (including all attachments) are true, accurate and complete; (iv) has the requisite skills and knowledge to assert the foregoing certification; and (v) has complied and shall continue to comply with all applicable requirements of Chapter 6, Article 29 of the Revised Ordinances of Honolulu 2021, as amended (Link), regarding private organizations receiving grants of public funds from the City and County of Honolulu.

Kerrie Urosevich — 11.05.2024

Signature of Grantee (Fiscal Sponsor) Officer — Date

Printed Name and Title:

Kerrie Urosevich
Early Childhood Action Strategy
Executive Director
Collaborative Support Services, Inc.

CERTIFICATE OF THE BOARD OF DIRECTORS NO OBLIGATIONS IN ARREARS

The undersigned of the Board ("Grantee") hereby certifies that the Grantee or any principal of the Grantee or sponsored organization (where the Grantee is a Fiscal Sponsor) is not in arrears on any financial or other obligation owed to the City & County of Honolulu, a municipal corporation of the State of Hawaii.

(Signature)

Sunshine Topping

(Print name)

CERTIFICATE OF THE BOARD OF DIRECTORS AUTHORIZATION TO ASSIGN AUTHORITY

The undersigned of the Board ("Grantee") hereby certifies that Kerrie Urosevich, PhD (name), Executive Director, Early Childhood Action Strategy (title), has been authorized by the Board of Directors to sign proposals, contracts, and related documents on behalf of the Grantee. Accordingly, I hereby assign the authority by the Board to execute proposals, contracts, and contract amendments on behalf of the Grantee, and further certify that the assigned is given the power and authority to do all things necessary to implement, maintain, amend, or renew such contracts, including but not limited to the delegation of signing authority to another employee of the Grantee.

(Signature)

Sunshine Topping

(Print name)

STATE OF HAWAII)
CITY AND COUNTY OF HONOLULU)

On this 3rd day of December, 2024, before me appeared Sunshine Topping, personally known to me, who, being by me duly sworn, did say that he/she is the Board Director/President of Collaborative Support Services, Inc. and that the corporation has no corporate seal, and that said instrument was signed in behalf of said corporation by authority of its Board of Directors, and said She acknowledged said instrument to be the free act and deed of said corporation.

Notary Public, State of Hawaii

My Commission expires: 11-12-2027

JENNIFER SCHIEL NOTARY 23-292 PUBLIC STATE OF HAWAII

Doc. Date: 12/3/24 # Pages 1
Name: Jennifer Schiel 1 Circuit
Doc. Description:
Certificate BOD No Obligations & Auth. to Assign
Signature Date

NOTARY CERTIFICATION 12/3/24

Jennifer Schiel
Notary Public, State of Hawaii
My commission expires: 11/12/2027

SECTION II
GRANT ACTIVITY INFORMATION

A. Describe how the community need, stated problem/issue, and target population are effectively validated. The description must include how the public services' target population is vulnerable or how the arts, culture, community/economic development, or environmental activities will especially support low- to moderate-income areas.

1. Provide substantive data and other qualifying information to demonstrate how the problem/issue impacts the target population and is a community priority that needs to be addressed. *(5,000 character count limit)*

Exposure to family violence endangers healthy early childhood development and often leads to negative long-term outcomes in school and life.

Severe, lasting stress in early childhood changes the brain. Early childhood trauma, such as that caused by caused by child abuse and neglect or intimate-partner violence in the home, has been associated with reduced size of the brain cortex. This area is responsible for many complex functions including memory, attention, perceptual awareness, thinking, language, and consciousness.

Too many young keiki in Hawai`i are exposed to family violence. Each year in Hawai`i over 600 children birth to 5 years old are confirmed to be victims of child abuse and neglect (Statistical Report on Child Abuse and Neglect in Hawaii, Department of Human Services, 2021). According to the Thompson School of Social Work and Public Health at the University of Hawai'i at Mānoa, the actual number of cases may be as much as *five times* greater than the number of reports. Forty-two percent of all CAN victims are under the age of six and the largest group of child abuse and neglect victims were less than a year old (15.7%).

Perpetrators of child abuse and neglect in Hawai'i in 90% of cases are parents. (Statistical Report on Child Abuse and Neglect in Hawaii, Department of Human Services, 2021). Child rearing practices and parenting challenges are the most common contributing factors in the majority of child abuse and neglect cases in Hawai`i. According to the state's Department of Human Services, unacceptable child rearing practices were found to be contributing factors in 70% of CAN cases in 2023; an inability to handle parenting responsibilities in 68% of cases, and drug use in 34% of cases (Ibid.).

Violence occurs in all types of families. Some factors increase the risk and make families more vulnerable. Contributing factors include stress, economic problems and isolation. There is a strong association between parental stress, economic hardship and rising rates of child and partner maltreatment. Rates of child abuse and neglect are 5 times higher for children in families with low socioeconomic status (Child Abuse and Neglect Prevention Resource for Action, Centers for Disease Control and Prevention). Looking at the high rate of Native Hawaiian children among confirmed victims of abuse and neglect, it is important to note that contributing factors also include limited access to culturally-based medical and mental health care, and experiences of historical trauma (Hawai'i Needs Assessment of Native Hawaiian and Filipino Survivors of Domestic Violence, Hawai'i State Coalition Against Domestic Violence).

Child maltreatment is costly. The lifetime economic burden rivals the cost of public health problems, such as heart disease and diabetes. The lifetime economic cost per child includes childhood health care, child welfare, special education, criminal justice, adult medical, and productivity loss. In Hawaii, the total lifetime economic burden associated with child abuse

and neglect is estimated to be about $2.6 billion. (Child Abuse and Neglect Prevention Resource for Action, Centers for Disease Control and Prevention)

But family violence is preventable, and the best prevention strategy is investing in our youngest keiki and their `ohana. Of the five key prevention strategies recommended by the Centers for Disease Control and Prevention, two include enhancing parenting skills to promote healthy child development and strong family relationships and changing social norms to support parents and positive parenting via public engagement and education campaigns. The Aloha at Home initiative revolves around these exact strategies.

B. Describe the proposed plan

1. Provide a description of the Grant Activity. This description will be used as the scope of services in the contract. Describe why you chose this Grant Activity and how it will effectively address the community's problem / need. *(3,000 character count limit)*

Aloha at Home focuses on preventing family violence by saturating the community with relatable messages, information, resources, and tools so families learn tangible ways to show each other Aloha at home.

Materials and messaging focus on positive parenting skills and healthy interactions in the family. Content is rooted in the cultural values and wisdom of Aloha and focuses on the 5 Protective Factors that support and strengthen families: Parental Resilience, Social Support, Concrete Support, Understanding of Child Development, and Social-Emotional Competence of Children.

The Grant Activity will engage at least 5 service provider partners to adopt and implement the Aloha at Home framework in their work with families; distribute 400 'Ohana Toolkits containing information, activities, and resources to increase positive family interactions and facilitate referrals of families to support services; and conduct communications and outreach via social media to engage and educate the community.

Since 2020, Early Childhood Action Strategy and 20+ collaborating organizations have worked to develop a public education campaign to change social norms around family violence, build understanding of what is a safe home, and nurture strong families. The resulting Aloha at Home initiative has shown strong signs of engaging and resonating with the community and increasing positive family interactions.

Through the 2023 GIA grant, Aloha at Home was able to gain a foothold on O'ahu, as well as statewide, promoting the ALOHA values, 5 protective factors, and the importance of "Serve and Return", or the responsive interactions between children and the people who care for them. 500+ Aloha at Home Toolkits were distributed to 250 families on O'ahu. Based on our evaluation, 90% of families surveyed were very engaged with the toolkits. The large majority of families used the information and materials and checked out the website for additional resources. A third of parents reported an increase in being able to share thoughts and feelings with each other and increased confidence in using positive approaches to parenting.

Community outreach, presentations, and the building of partnerships resulted in increased engagement with outreach and educational efforts. Organizations have sought support using the Aloha at Home content and tools in their work with families, and with additional funding from the Department of Health and private funders, Aloha at Home's work has begun to

spread to neighbor islands, particularly for communities looking for approaches to strengthen families that are grounded in our local context and ancestral wisdom.

Aloha at Home can be a vital component to preventing violence in the home in ways that resonate with Hawai‘i families. We continue to build on the framework and hope to expand the reach and deepen the impact of messaging, tools and resources to families across O‘ahu.

2. Provide measurable outcomes, describe how outcomes are aligned with the purposes and priorities of the Grants in Aid Fund, and describe how outcomes directly benefit the target population. *(3,000 character count limit)*

Public Services should begin with a statement of the number of individuals that the Grant Activity will directly benefit during the Grant Term.

Arts, Culture, Community/Economic Development or Environment should begin with a statement as to how the Grant Activity supports the sustainable improvement in the well-being and quality of life of local communities, especially low to moderate income areas.

The long-term goal for Aloha at Home is to reduce in-home violence so that all keiki grow up in safe, stable, and nurturing environments. This Grant Activity will focus on 400 families with young children, targeting families in contact with the child welfare system, previously incarcerated caregivers, families in high poverty communities experiencing disproportionately more stress, and because of their higher than average rates of in-home violence, military families and Native Hawaiian families. We will achieve this by partnering with service-provider organizations who work with these target populations. These partnerships will increase the dissemination of Aloha at Home content to households with greatest needs and facilitate growth in positive parenting, healthy family communication, resiliency and access to supportive resources.

Short-term outcomes will include the following:

<u>Engagement with service providers</u>

- 75% of partner organizations report:
  - satisfaction with Aloha at Home orientation and technical assistance
  - understanding of Aloha at Home framework, tools and resources
  - benefits to use of Aloha at Home in their work with families
- 75% of partner organizations agree to continued use of Aloha at Home content in their work with families

<u>Aloha at Home ‘Ohana Toolkit Distribution</u>

- 70% of families report:
  - increased knowledge of ALOHA values and embedded 5 Protective Factors for strengthening families
  - an understanding of the importance of Serve & Return interactions and family problem-solving when these interactions break down
  - using at least one positive parenting strategy
  - engaging in at least one family strengthening activity
- 50% of families report:
  - knowing at least one strategy to use when they feel stressed
  - knowing who to call if they need help

<u>Communications and Outreach Work</u>

- 200-person reach per month across all content posts and platforms

- 100 new total followers across all platforms

These outcomes will show that families understand the importance of even short amounts of positive interaction with their children and each other. Activities will build confidence in caregivers, showing them they can successfully nurture their keiki and other members of the ‘ohana, as well as help them to practice problem-solving strategies to endure stressful interactions. When stress becomes overwhelming, families need to know where to turn for help, and Aloha at Home will be a resource to provide information and tools for successful caregiving and accessing support services.

Additionally, working with service providers is critical because they will provide services long after the project is complete. The project will monitor service provider feedback, use of the tools, engagement with families, challenges, successes, and effectiveness of the communications and outreach strategy. Furthermore, service providers will spread the messages of Aloha at Home among others who work most often with vulnerable families, beyond the grant-term.

3. Provide an action plan to achieve the stated measurable outcomes. If the Grant Activity involves a partnership, provide a description of each partner’s role. Must include measurable milestones, specific events, or other performance measures appropriate to achieving the outcomes. *(3,000 character count limit)*

Engagement with service providers

- Activity Description: Provide orientation and technical assistance to partner organizations and staff on the Aloha at Home framework and the implementation of materials, tools and activities via presentations, service provider training days, staff meetings and/or other consultation
- Implementing Partners: Consultant team, CSS/ECAS, community service providers
- Outputs: at least 5 service providers across all targeted districts who partner to learn how to incorporate Aloha at Home framework, messaging, tools and activities into their service delivery and work with families
- Measures of success: increased awareness, engagement, understanding of Aloha at Home; implementation of ‘Ohana Toolkits and other messaging, materials and tools; and commitment to incorporate Aloha at Home into ongoing service delivery/work with families

‘Ohana Toolkit Distribution

- Activity Description: Provide ‘Ohana Toolkits to families, content to include foundational Aloha at Home materials, activities (e.g., crafts, games, family-sharing, social media challenges), and resource information using 2 themes: 1) Breakdown of Serve and Return - what happens when healthy interactions in the family break down; and 2) Positive Problem-Solving in the Family. The project will take lessons learned from both the 2021 pilot and 2022-2023 GIA project implementation to refine, expand, and scale activities to reach more families, in a sustained fashion, and help them understand how to increase aloha at home.
- Implementing Partners: Consultant team, CSS/ECAS, community service providers
- Outputs: 400 families reached and Toolkits deployed
- Measures of success: increase in time spent with keiki engaging in positive activities or talking about new concepts; increase in knowledge of skills and resources for supporting parenting and healthy home environment

Communications and Outreach Work

- Activity Description: Deploy messaging and educational content, mainly via social media, intended to increase engagement with the two themes, ALOHA values, and protective factors. Outreach and engagement activities may include musical games, photo collages, dance challenges, scavenger hunts, informational posts for caregivers, and how-to-videos.
- Implementing Partners: Consultant team, CSS/ECAS, community service providers
- Outputs: 8 social media posts/activities per month, 96 total
- Measures of success: likes, shares, posts and reposts of content; increased followers of social media accounts

4. Provide a budget narrative that explains how the budget in Section III will achieve the desired outcomes. (*3,000 character count limit)*

Project activities will be coordinated by a core team of consultants with whom CSS/ECAS will contract. This team, engaged via Kanoe Enos Consulting, LLC, has worked extensively with CSS/ECAS, and has managed implementation of Aloha at Home since its formal launch in 2020.

Consultant work will include:

- Recruitment, selection, orientation, and technical assistance support for 5 service-provider organizations;
- Purchasing, creating, assembling and facilitating distribution of 400 ‘Ohana Toolkits;
- Generating and deploying communication and outreach strategy via social media; and
- Collecting data and evaluating the effectiveness of Aloha at Home in achieving the positive outcomes for keiki.

The estimated manpower for these activities is approximately 400 hours for ‘Ohana Toolkits, 240 hours for communications/outreach activities, and 285 hours for project management, service-provider engagement and evaluation. **The total cost of the consultant contract is $135,000.**

Aloha at Home will distribute 400 ‘Ohana Toolkits (cost of $50 each) with materials and activities, critical messaging developed by FrameWorks Institute and Aloha at Home, information on where to find support services, and additional social media or online resources. In these Toolkits, families will have at least one hands-on activity to do with their keiki, partner, and/or kūpuna in the family household, reminder magnets to practice the skills in the toolkit, a book or music item, art or craft supplies, supplies needed for weekly social media activities, and information on how to find services. **The total estimated cost for the materials for 400 ‘Ohana Toolkits is $20,000.**

In the past, the project team did not budget time to train service providers on the Aloha at Home messaging framework, content, and tools. Building implementation capacity within partner organizations will extend reach and longevity of the initiative. The team will work with at least 5 service providers across all targeted Districts.

Communications and outreach activities may include challenges, instructional videos, topics related to current events or holidays, infographics, tutorials, polls, or calls to action. By supporting the ‘Ohana Toolkits with relevant, timely, informative, and fun content, the messages of Aloha at Home will spread faster in the community. Outreach activities provide a critical way to reach parents and encourage daily engagement with their children. It takes considerable time to develop content relevant to current events (e.g., natural disasters), grounded in messaging frameworks of Aloha at Home, and aligned to best practices in child development.

The team will budget time to evaluate the effectiveness of ‘Ohana Toolkits, outreach and the engagement with the 5 service provider partners. Evaluation is critical to this project as we learn how to integrate Aloha at Home messaging into the lives of families so that the information is relevant and most useful in preventing in-home violence.

5. Provide a timeline that is complete, realistic and appropriate to achieve the desired outcomes. This timeline should also be reflected in Section IV. *(3,000 character count limit)*

Aloha at Home Grant Timeline

Oct 2025 to Dec 2025 (Q1)

- Develop content and materials for orientation/onboarding of service provider partners
- Identify and secure participation agreement for at least one service provider partner
- Conduct orientation/onboarding of first service provider
- Provide technical assistance and consultation to service provider partner on implementation of Aloha at Home framework, materials and tools
- Create informational, messaging and activity content for ‘Ohana Toolkits
- Cost-out and procure materials and supplies for ‘Ohana Toolkits
- Develop and deploy 24 social media posts/activities (8 per month)

Jan 2026 to March 2026 (Q2)

- Identify and secure participation agreement for additional (3-4) service provider partners
- Conduct orientation/onboarding of service providers
- Provide technical assistance and consultation to service provider partners on implementation of Aloha at Home framework, materials and tools
- Continue to procure materials and supplies for ‘Ohana Toolkits
- Work with service provider partners to assemble and distribute at least 150 ‘Ohana Toolkits to families
- Develop and deploy 24 social media posts/activities (8 per month)
- Collect data on ‘Ohana Toolkits and social media activities

April 2026 to June 2026 (Q3)

- Identify and secure participation agreement for any additional service provider partners to reach minimum total goal of 5 partners
- Conduct orientation/onboarding of service provider(s)
- Provide technical assistance and consultation to service provider partners on implementation of Aloha at Home framework, materials and tools
- Continue to procure materials and supplies for ‘Ohana Toolkits
- Work with service provider partners to assemble and distribute at least 150 ‘Ohana Toolkits to families
- Develop and deploy 24 social media posts/activities (8 per month)
- Collect data on ‘Ohana Toolkits and social media activities

July 2026 to Sept 2026 (Q4)

- Provide technical assistance and consultation to service provider partners on implementation of Aloha at Home framework, materials and tools
- Work with service provider partners to assemble and distribute remaining 100 ‘Ohana Toolkits to families
- Develop and deploy 24 social media posts/activities (8 per month)
- Collect data on ‘Ohana Toolkits and social media activities
- Conduct evaluation activities

Each month from Oct 2025 to Sept 2026, the team will work with service providers to understand the project activities and disseminate ‘Ohana Toolkits. In addition to the resources and activities in ‘Ohana Toolkits, families will participate in outreach activities, games, and information to augment the two themes employed in the ‘Ohana Toolkits: 1) Breakdown of Serve and Return - what happens when healthy interactions in the family break down; and 2) Positive Problem-Solving in the Family.

C. Provide evidence of the agency’s ability to perform the proposed grant activity through past performance, current capacity and/or plan to acquire the capacity to perform.

1. Provide data that demonstrates proven success in offering the same, similar, or related activities to achieve the proposed outcomes. *(3,000 character count limit)*

Over the past four years, Aloha at Home has been successful implementing the messaging, educational, and family-strengthening activities upon which this grant proposal is based.

In 2020, ECAS’ Team 2 and Aloha at Home project team launched the messaging campaign to support families during the early months of the pandemic lockdown. This early campaign was called “7 Minutes a Day” to encourage families to take 7 minutes every day to connect with their children and other family members by doing simple things like singing, playing or storytelling. The messaging was also launched on Hawai‘i television and social media.

In 2021, ECAS’ Team 2 and Aloha at Home project team launched a website (alohaathome.org), designed the first two years of messaging, and piloted the first ‘ohana toolkits. From 2022-2024, Aloha at Home expanded with the support of additional funding to accomplish the following:

- An average monthly visitor count of over 1,500 unique visits to the website of people looking for resources on family strengthening, ALOHA values, or information on service providers. Since its launch, the website has reached over 10,000 unique visitors, 98,000 page views, and 336,000 search engine hits.
- A social media average reach of 400 individuals per month who view 250 posts and stories each year that provide relevant, timely, informative, and engaging social media content.
- Distributed over 1,251 ‘Ohana Toolkits to all islands, including across the 5 Council Districts named in this proposal. The evaluation of the ‘Ohana Toolkits indicate that families spend more quality time together with their children and partners, parents feel supported in their parenting and partner roles, and families are better able to share their thoughts and feelings with each other.
- Participated in over 24 community events or service provider activities to spread the messaging campaign, train professionals on how to use Aloha at Home resources, and provide support on parenting and relationship building with the general community.
- Supported recovery from the Maui wildfires by providing Aloha at Home materials to service providers and the Maui community at-large.
- Consistently monitored and evaluated all activities to assess the impact of all grant activities.

Since our last GIA with the City & County of Honolulu, the Aloha at Home work has grown tremendously and has become a valued resource for service providers. ECAS’ Team 2 and the Aloha at Home project team continue to build out this work to provide more families with

support for healthy interactions and positive problem solving. The Aloha at Home team is well-poised to continue to do this work on O‘ahu.

2. Describe the applicant’s capacity to successfully achieve the proposed outcomes.
OR
Provide a plan to acquire the capacity to successfully achieve the proposed outcomes (including how the applicant has acquired similar capacity in the past).

Responses should include organizational knowledge, staffing, fiscal resources, facilities and other resources, stakeholders and relationships, and other relevant resources. *(3,000 character count limit)*

Collaborative Support Services, Inc. (CSS) houses Early Childhood Action Strategy (ECAS), a statewide government/non-government collaborative working to improve outcomes for Hawai‘i’s keiki from prenatal to age eight. For 10 years, ECAS has brought together more than 350 professionals from Hawai‘i State departments, county agencies, and early childhood organizations to identify gaps in the system of care for children and families and collaborate around solutions, with efforts organized across a set of 6 cross-disciplinary teams.

ECAS’ Team 2 is dedicated to fostering Safe and Nurturing Families and improving the community-wide response to family violence. Partners on Team 2 include the Department of Health, Department of Human Services, Hawai‘i Children‘s Action Network, Family Hui Hawai`i, Zero to Three Court, Lili`uokalani Trust, Nest for Families, Domestic Violence Action Center, the Association of Infant Mental Health, Islands of Hope, Family Programs Hawai`i, Maui Family Hui, and Maui PACT along with other non-profit and government agencies. Collectively, these partners represent a wealth of knowledge, expertise, and experience in family support and strengthening, parenting, child health and development, mental health, domestic violence, and child abuse and neglect.

Since 2015, ECAS’ Team 2 has worked to conduct extensive research and develop a messaging framework and evaluation strategy upon which the Aloha at Home Project is based. The Team formally launched the Aloha at Home Project (initially branded as "Nurture Daily") in 2020 and will continue to inform, guide and partner in the implementation of the project through this Grant Activity. Team 2 partner agencies and organizations will serve as service provider partners for implementing the Aloha at Home framework in their work with families, distributing ‘Ohana Toolkits, assisting in the recruitment and engagement of families for project activities, facilitating referral of families to support services, collaborating on community events and helping to amplify social media messaging.

Staffing to support implementation of project activities will be provided by a core team of consultants with whom CSS/ECAS will contract. This team, engaged via Kanoe Enos Consulting, LLC, has worked extensively with Team 2, serving as the Team’s conveners since 2019, and has played the primary role in the implementation of Aloha at Home project activities since its launch in 2020. The consultant team brings extensive experience in facilitation, community collaboration, project management and evaluation, family engagement, and supporting vulnerable Native Hawaiian children, families, and communities.

Additional project support for administrative tasks and contractual and fiscal management responsibilities will be provided, in-kind, by ECAS backbone staff.

D. Describe the applicant’s sustainability and/or additional long-term benefit to the community

1. Provide a plan for sustaining and / or expanding activities beyond the applicable grant period. *(2,000 character count limit)*

The Aloha at Home project is intended to saturate our communities with education, training, family engagement and referrals over a five year span, by which time we hope materials, strategies, and tools will be integrated into family support and early childhood programs, hospitals, state departments, schools and businesses.

In addition to the family-focused engagement, education and messaging efforts that will be supported for the City and County of Honolulu by this Grant, Aloha at Home will continue to pursue funding opportunities to deepen and expand the initiative both within O‘ahu and across the neighbor islands. The project team regularly seeks federal, state, business and philanthropic opportunities for funding to sustain, expand and evolve activities over the expected 5 years of the initiative. CSS/ECAS and project partners have already proven successful in securing philanthropic funding to support different project components, including project management, website development and beta testing of the 'Ohana Toolkits included in this grant activity. Philanthropic partners have been engaged via the Early Childhood Funders Hui. CSS/ECAS has also approached public-agency partners about state funding available through departmental budgets. As mentioned previously, Aloha at Home has had success in the past two years securing funding from the Department of Health, the Victoria S. and Bradley L. Geist Foundation (through the Hawai‘i Community Foundation), and Papa Ola Lōkahi to introduce Aloha at Home to other Counties and to support relief and recovery efforts for families with young children affected by the Maui fires in 2023.

Fund development efforts continue at this time, with promising opportunities and prospects on the horizon.

2. Describe the applicant’s capacity and resources to carry out the above plan (staffing, funding, etc.) beyond the grant period. *(2,000 character count limit)*

ECAS’ Team 2 will continue to serve as the umbrella under which the Aloha at Home project will be housed immediately after the grant period, with the goal of transitioning the initiative to an established, not-for-profit, family-serving partner organization for the remainder of its intended 5-year lifespan. As part of the Team’s vision and mission, Team 2 member agencies and organizations will continue to carry out their roles in informing, guiding, and partnering in Aloha at Home activities once that transition has occurred.

While ECAS backbone staff support will provide some limited capacity to sustain Aloha at Home project activities beyond the GIA grant term, resources for ongoing consultant time, materials, and other project expenses for FY2026 and beyond have not yet been secured. As outlined in the previous question, consultant and staff capacity will be applied toward fund development efforts to obtain the necessary resources, via private and public funding sources, to continue implementation of the Aloha at Home initiative and see the comprehensive 5-year project plan through to its completion.

CSS/ECAS has a strong track record in fund development, having raised over $5M in funding for the ECAS collaborative as a whole, and nearly $600,000 for the Safe and Nurturing Families Team (ECAS Team 2). To date, CSS/ECAS has secured contributions from Hawai`i Community Foundation, Omidyar `Ohana Fund, Consuelo Foundation, the Victoria S. and Bradley L. Geist Foundation, Lili`uokalani Trust, Department of Human Services, Department of Health, and Kamehameha Schools for the Aloha at Home effort.

E. No CITY funds or assistance.
The highest consideration will be given to applicants that do not receive other funding or any form of assistance from the CITY. While applicants that receive other funding or assistance from the CITY may apply for Grants in Aid funding, the extent of funding or assistance already received in relation to services provided must be considered prior to awarding Grants in Aid funds.

A percentage of the sub-total criteria points will be awarded to Grantees based on the criteria below and the information about past funding / assistance from the CITY that follows.

The applicant has received no award from the CITY within the last 3 years.	**10%**
The applicant has received 1-2 awards from the CITY within the last 3 years.	**7%**
The applicant has received 3-5 awards from the CITY within the last 3 years.	**5%**
The applicant has received between 6-9 awards from the CITY within the last 3 years.	**3%**
The applicant has received 10 or more awards from the CITY within the last 3 years.	**0%**

GRANTEE RECEIPT OF CITY GRANTS

Identify all CITY grants received by Grantee (or Fiscal Sponsor) in the last three (3) years. Information will be verified by the CITY.

1. Grant Activity Name & Contract #: Aloha at Home, CT-DCS-2300008
   Grant Period: 10/12/2022-10/11/2023 Grant Amount: $151,500
   Grant Purpose: To alleviate family stress, prevent violence in the home, support caregivers, and build strong families by saturating the community with relatable messages, information, resources, and tools so families learn and practice tangible ways of showing each other aloha at home.
   Grant Activity Status: ☐ Underway ☒ Completed ☐ Canceled
   Administrating Division: Department of Community Services

2. Grant Activity Name & Contract #:
   Grant Period: _____ Grant Amount:
   Grant Purpose:
   Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
   Administrating Division:

3. Grant Activity Name & Contract #:
   Grant Period: _____ Grant Amount:
   Grant Purpose:
   Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
   Administrating Division:

4. Grant Activity Name & Contract #:

E. Age Friendly Honolulu (Complete only if applying for the bonus points)
Consideration is to be given to applicants that incorporate the vision and goals of the Age-Friendly Honolulu Program (as codified in ROH Chapter 2, Article 22), including but not limited to (1) enabling residents of all ages to actively participate in activities that keep them socially engaged, healthy, and active; and (2) removing barriers to inclusion for and providing support services to vulnerable residents and/or have physical limitations.

If awarded bonus points for being an Age-Friendly Honolulu project, the Grantee will be subject to additional reporting requirements, including but not limited to name, age, and physical location of seniors being served by the project.

To be eligible for the bonus points as an Age-Friendly Honolulu project an organization must demonstrate the proposal aligns with Age-Friendly Honolulu's priorities by completing the following TWO steps:

1) Go the following website https://www.hiphi.org/age-friendly-honolulu/ to access an Age-Friendly Honolulu training video. The video should be watched by at least one (1) person from the non-profit organization in a leadership position (Executive Director, Administrator, or equivalent). This video will define an "age-friendly city" and explain what types of projects align with the Age-Friendly Honolulu Vision.

2) Complete the section below by selecting which Age-Friendly Honolulu category best fits the activities of your organization and providing a brief description of how your proposal is an Age-Friendly Honolulu project.

☐ Enabling Residents of all ages to actively participate in activities that keep them socially engaged, healthy, and active, particularly at the oldest ages

☐ Providing Kupuna with meaningful roles in the community, including mentors, volunteers, or through intergenerational programming

☐ Removing barriers to support community inclusion and accessibility for persons of all abilities.

3) How is your proposal an Age-Friendly Honolulu Project and explain how your organization can meet the additional reporting requirements if awarded? *(2,000 character count limit)*

Proposal 20

APPENDIX A: TIER II GRANT PROPOSAL (Grants $25,000 to $150,000)
SOLICITATION NO. RGP-DCS-GIA2026

Instructions: The proposal below must be completed in full. Responses must be provided in the fillable boxes provided. Where annotated, the fillable boxes have predetermined maximum limits on character counts. Letters, numbers, punctuation marks, and spaces are included in the character count limits.

SECTION I
SUMMARY

A. Grantee Legal Name:	Common Grace
B. Is Grantee a Fiscal Sponsor?	☐ Yes ☒ No
C. Grant Activity Name:	Risk to Resilience: 1-to-1 Mentorship for At-Risk Children & Youth

D. Briefly describe the Grantee's background, history (including year established), and mission. *(400 character count limit)*

Founded in response to the Columbine shooting in 1999, Common Grace has devoted over two decades to providing 1-to-1 mentorship for at-risk children who lack stability, are marginalized or face discrimination and bullying. Our mission is rooted in the belief that every child deserves to feel loved, recognized, and valued through compassionate mentorship, reflecting the rich values of our islands.

E. Briefly describe the Grant Activity and public need being filled. *(400 character count limit)*

The pandemic exacerbated the mental health crisis among at-risk children who lack stability, underscoring the need for mentorship to serve as a critical support system. The Malama and Mohala Mentoring Program will provide socially disengaged children at-risk for academic failure or who exhibit behavioral issues with weekly mentorship to build protective factors to succeed in school and life.

F. Briefly summarize Grant Activity outcomes and measures of success, including number and description of those served. *(400 character count limit)*

In partnership with public and charter elementary and middle schools on Oahu, Common Grace will provide 45 at-risk children in 3rd – 8th grade with mentoring in tandem with high school and college-aged mentors through the Malama and Mohala Mentoring Program. Vulnerable children will receive 1-to-1 peer mentoring over 21 weeks during the school year to build protective factors for success.

G. Council District
Check all districts that will benefit from the Grant Activity. Provide the amount requested per district. Amounts must be in whole numbers only.

☐ District 1 $	☐ District 2 $	☒ District 3 $37,370
☒ District 4 $24,914	☒ District 5 $24,914	☐ District 6 $
☒ District 7 $37,370	☐ District 8 $	☐ District 9 $

Total Amount Requested (must be $25,000 to $150,000)	$124,568

H. Type of Grant Activity (pick ONE category that best reflects the Grant Activity):		
1. Public Services: Projects in this category will support qualified public services and programs for the target populations deemed by the CITY to be most vulnerable.		
☐ A. Public Service – Seniors	☒ B. Public Service - Children	☐ C. Public Service - Disabilities
☐ D. Public Service – Homeless	☐ E. Public Service – Domestic Violence	☐ F. Public Service – Substance Abuse
☐ G. Public Service – Mental Health	☐ H. Public Service – Other (describe):	
2. Arts, Culture, Community/Economic Development, and the Environment: Projects in this category will support the sustainable improvement in the well-being and quality of life of local communities, especially low- to moderate income areas.		
☐ A. Arts	☐ B. Culture	☐ C. Community Development
☐ D. Economic Development	☐ E. Environment	

GRANTEE'S CERTIFICATION AND SIGNATURE

The undersigned, subject to personal liability and penalty under applicable law, certifies that he or she: (i) is authorized to sign this Grant Proposal; (ii) personally prepared or reviewed the matters found in this Grant Proposal (including any related documents/attachments); (iii) asserts all statements made in this Grant Proposal (including all attachments) are true, accurate and complete; (iv) has the requisite skills and knowledge to assert the foregoing certification; and (v) has complied and shall continue to comply with all applicable requirements of Chapter 6, Article 29 of the Revised Ordinances of Honolulu 2021, as amended (Link), regarding private organizations receiving grants of public funds from the City and County of Honolulu.

Aries Jackson — 11/14/2024

Signature of Grantee (Fiscal Sponsor) Officer — Date

Printed Name and Title: Aries Jackson, Executive Director

CERTIFICATE OF THE BOARD OF DIRECTORS NO OBLIGATIONS IN ARREARS

The undersigned of the Board ("Grantee") hereby certifies that the Grantee or any principal of the Grantee or sponsored organization (where the Grantee is a Fiscal Sponsor) is not in arrears on any financial or other obligation owed to the City & County of Honolulu, a municipal corporation of the State of Hawaii.

(Signature)

SALLY MANGLICMOT
(Print name)

CERTIFICATE OF THE BOARD OF DIRECTORS AUTHORIZATION TO ASSIGN AUTHORITY

The undersigned of the Board ("Grantee") hereby certifies that Aries Jackson (name), Executive Director (title), has been authorized by the Board of Directors to sign proposals, contracts, and related documents on behalf of the Grantee. Accordingly, I hereby assign the authority by the Board to execute proposals, contracts, and contract amendments on behalf of the Grantee, and further certify that the assigned is given the power and authority to do all things necessary to implement, maintain, amend, or renew such contracts, including but not limited to the delegation of signing authority to another employee of the Grantee.

(Signature)

SALLY MANGLICMOT
(Print name)

STATE OF HAWAII)
CITY AND COUNTY OF HONOLULU)

On this 29th day of October, 2024, before me appeared Sally Manglicmot, personally known to me, who, being by me duly sworn, did say that he/she is the Board of Directors Member of Common Grace and that the corporation has no corporate seal, and that said instrument was signed in behalf of said corporation by authority of its Board of Directors, and said Board of Director member acknowledged said instrument to be the free act and deed of said corporation.

Notary Public, State of Hawaii

My Commission expires: 11.26.26

Doc. Date: UNDATED # Pages 3
Name: [illegible] 1st Circuit
Doc. Description: FY26 Grants in Aid Appendix A Tier II: Grant Proposal
10.29.24
Signature Date

NOTARY CERTIFICATION

SECTION II
GRANT ACTIVITY INFORMATION

A. Describe how the community need, stated problem/issue, and target population are effectively validated. The description must include how the public services' target population is vulnerable or how the arts, culture, community/economic development, or environmental activities will especially support low- to moderate-income areas.

1. Provide substantive data and other qualifying information to demonstrate how the problem/issue impacts the target population and is a community priority that needs to be addressed. *(5,000 character count limit)*

Without mentorship, at-risk children facing instability and mental health crises are left to navigate struggles alone, increasing the likelihood of dropping out of school or engaging in delinquent behavior that can have a ripple effect on local communities.

Oahu's mental health crisis has been percolating for years, but the pandemic catapulted the issue to the forefront nationwide, leading the Surgeon General to declare an urgent public health concern for children. Over 1 in 3 middle and high school students in Hawaii experienced feelings of sadness or hopelessness nearly every day for two weeks during the pandemic, leading them to cease regular activities or seriously contemplate suicide (Dept of Health, 2022). More than half of Hawaii's public school students who reported feeling sad, empty, hopeless, angry, or anxious received little to no support to help them manage these intense emotions (YRBS, 2021). Hawaii has only a fraction of school psychologists to support these struggling children at a ratio of 1 to 2,800 students, nearly 6 times below the recommendation from the National Association of School Psychologists (Civil Beat, 2022). The lack of resources leaves many children unable to address mental health challenges, making mentorship a vital tool for bridging the gap.

When children's emotional, social, and psychological needs go unmet, they often wrestle with emotional regulation, impaired social interactions, and face an increased risk of dropping out of school or engaging in misconduct. Communities across Oahu are witnessing an alarming rise in juvenile delinquency and crime, including bullying, sexual assault and more serious offenses involving weapons. For example, middle and high schools along the Leeward Coast placed over 500 service calls to HPD between Jan – May 2024, with youth implicated in three recent shootings on Oahu (Boneza, May 2024; Martinez, Oct 2023).

Studies indicate that supportive relationships are crucial for reducing violence in schools. Mentorship helps students feel less isolated by providing emotional support and assisting them in coping with stress, thereby lowering the likelihood of violent behavior. The U.S. Secret Service emphasized in a 2019 report that students who commit acts of violence often experience social stressors that could have been mitigated through mentoring and emotional support. Mentors are positioned to identify early warning signs in students, such as behavioral changes, social withdrawal, or expressions of violence, allowing for early intervention (U.S. Secret Service, 2019).

Adverse Childhood Experiences (ACEs) exacerbate the risk for vulnerable children. Over 46,000 children in Hawaii faced two or more recurring socioeconomic hardships in 2017-2018, such as poverty, parental divorce, family violence, racial discrimination, or living with someone who was mentally ill, suicidal, or battling substance abuse. About 15% of the state's children live in poverty and an additional 13,851 grapple with the challenge of an incarcerated parent (The Annie E. Casey Foundation, 2018). Sadly, over 2 in 5 households in Hawaii are struggling to make ends meet, which often means children are unsupervised for significant

portions of the day, increasing their risk of school disengagement or being lured into criminal activity.

Research demonstrates a positive relationship with a caring adult is one of the strongest predictors of success for children (Fortune, 2023). Mentorship programs, like those provided by Common Grace, offer students from low-to-moderate income communities the support and emotional connection they lack in their daily lives. Social support networks, such as those created through mentoring, have been linked to better mental health outcomes, reduced risky behaviors and academic success among at-risk youth (Big Brothers Big Sisters, 2020). Children with mentors report fewer symptoms of depression and anxiety and are less likely to develop behavioral problems. This is especially important in Hawaii, where children have among the highest rates of attempted suicide in the nation (YRBS, 2019). The emotional support and stability provided by a mentor can help prevent mental health crisis while promoting wellbeing.

Peer mentoring is an effective model in promoting healthy behaviors among children, serving as a successful intervention particularly for marginalized populations (Coyne-Foresi & Norwicki, 2020). The National Mentoring Resource Center indicates School-Based Peer Mentoring programs lead to improvements in mentee conduct and behavior, preventing delinquency and school dropout as a result of strong mentor-mentee relationships.

The Common Grace Malama and Mohala Mentoring Program plays a critical role in addressing Oahu's need for youth guidance and support, empowering at-risk children from low-to-moderate communities with internal mechanisms and protective factors to overcome adversity with resilience, succeed in school, and make healthy life choices.

B. Describe the proposed plan

1. Provide a description of the Grant Activity. This description will be used as the scope of services in the contract. Describe why you chose this Grant Activity and how it will effectively address the community's problem / need. *(3,000 character count limit)*

Over 12 months, Common Grace will expand its school-based Malama and Mohala Mentoring Program to provide 1-to-1 mentoring to at-risk children in 3rd – 8th grade who face inequities that put them at higher risk for academic failure and social disengagement.

Working directly with teachers, counselors and administrators from public and charter schools within the Hawaii Department of Education, 45 vulnerable children and youth will be paired with trained high school, college-aged and adult mentors/tutors who will meet 1-to-1 with mentees one hour each week for 21 weeks during the school year. A particular focus will be to develop partnerships with middle schools in low income communities to reach youth who have been bullied and are susceptible to engaging in delinquent behavior. Mentoring will focus on tutoring, active listening, homework boosting, art/strategic games and encouragement through indoor and outdoor activities. Common Grace will accept referrals for children who are struggling socially or academically, face systemic inequities, are exhibiting internal/external behavior issues and/or have been the victim of bullying.

The structured, one-on-one mentoring sessions at Common Grace provide children with the consistency and positive interaction they need. Mentorship can significantly improve outcomes for at-risk youth. Children with mentors are 55% more likely to enroll in college, 78% more likely to volunteer regularly, and 46% less likely to use drugs (National Mentoring Partnership, 2014). Moreover, mentorship has been proven to reduce the likelihood of children engaging in high-risk behaviors like school absenteeism, violence, and criminal

activity. A National Institute of Justice report found that mentoring significantly reduces juvenile delinquency, with mentored youth engaging in less aggressive and delinquent behaviors (National Institute of Justice, 2020).

Unfortunately, the Hawaii Department of Education is proposing cuts to afterschool learning centers at middle and high schools over the next few years as federal COVID relief funds expire (Civil Beat, Oct 2024). This will result in less positive afterschool alternatives for at-risk youth, increasing the risk that these vulnerable children will engage in reckless or delinquent behavior. Common Grace is well poised to address this critical gap throughout Oahu schools by providing mentorship to students facing significant emotional, social and academic challenges. Through the Malama and Mohala Mentoring Program, at-risk children will build meaningful relationships, develop social-emotional skills and mitigate risks associated with adversity. As these students grow, the benefits extend to the wider community, contributing to long-term stability and economic development.

2. Provide measurable outcomes, describe how outcomes are aligned with the purposes and priorities of the Grants in Aid Fund, and describe how outcomes directly benefit the target population. *(3,000 character count limit)*

Public Services should begin with a statement of the number of individuals that the Grant Activity will directly benefit during the Grant Term.

Arts, Culture, Community/Economic Development or Environment should begin with a statement as to how the Grant Activity supports the sustainable improvement in the well-being and quality of life of local communities, especially low to moderate income areas.

Over 12 months, Common Grace will directly serve 45 at-risk children in 3rd – 8th grade, as well as high school and young adult mentors/tutors through Malama and Mohala Mentoring. Designed to provide early intervention mentoring that builds protective factors and internal mechanisms, this program will empower children and youth to succeed in school and cope with adversity through healthy life choices.

Alignment with City GIA and Benefits to Target Population

Aligned with City GIA priorities, Common Grace supports vulnerable children from low-to-moderate income households who are experiencing life instability, including homelessness, relocations due to military service, inadequate education, incarcerated family members, single-parent homes, and substance abuse within their families. These challenges are compounded by food insecurity, language barriers, cultural discrimination, and a lack of access to essential resources. For some children, bullying and peer ostracization further amplify their emotional and mental health issues. As a result, they suffer from significant emotional and behavioral problems, academic struggles, or social isolation.

Common Grace also targets Native Hawaiian and Pacific Islander students, who have historically experienced disparities within the criminal justice system, as well as higher arrest rates, incarceration and involvement with juvenile justice compared to other ethnic groups. High School and college-aged mentor candidates are referred by teachers and counselors in Oahu public schools and colleges, then selected based on character, school attendance, two recommendations and a history of displaying empathy and compassion for vulnerable children from low-income communities or marginalized populations.

Common Grace addresses risk factors by pairing children with a peer mentor, creating a stable relationship with a caring individual who provides guidance and encouragement. The Malama and Mohala Mentoring Program utilizes an evidence-based, peer-driven mentoring

model, guided by the Office of Juvenile Justice and Delinquency Prevention's (OJJDP) National Mentoring Resource Center. By addressing both the emotional and developmental needs of children, Common Grace helps break cycles of poverty and disconnection through strength-based 1-to-1 mentoring. The Malama and Mohala Mentoring Program empowers at-risk children to build meaningful relationships, develop critical social-emotional skills, and navigate life's challenges with resilience.

Measurable Outcomes over 12 months

1. 75% of students demonstrate improvements in grades, attendance and academic engagement.
2. 75% of students exhibit increased confidence, social skills or positive changes in attitude.
3. 80% of students enhance social-emotional growth.
4. 75% of mentors improve leadership skills and feel positive about the strength of their mentor-mentee relationship.

3. Provide an action plan to achieve the stated measurable outcomes. If the Grant Activity involves a partnership, provide a description of each partner's role. Must include measurable milestones, specific events, or other performance measures appropriate to achieving the outcomes. *(3,000 character count limit)*

Through the Malama and Mohala Mentoring Program, Common Grace will address the impact of chronic stressful life events on at-risk children on Oahu, enhancing the social outcomes of children who struggle academically, are bullied, ostracized by peers, or lack a stable role model in their lives.

Action Plan

1. Common Grace will work with teachers, counselors and administrators from elementary and middle schools on Oahu to identify at-risk children in 3rd – 8th grade who would benefit from a strength-based and evidence-based 1-to-1 peer mentoring program. Targeted communities include low income areas throughout Windward Oahu (Waimanalo Elementary), East Oahu (Niu Valley Middle School), the urban core of Honolulu (Jarrett Middle School) and Kalihi (Kalihi Elementary).

2. High school students in 10th – 12th grade will be trained to peer mentor children in 3rd – 5th grade as part of Malama Mentors, with juniors, seniors, college-age students and adults trained to mentor middle school students in 6th – 8th grade as part of Mohala Mentors. Training will encompass Common Grace's values of Compassion, Attention, Kindness and Encouragement (C.A.K.E.), as well as CASEL's (Collaborative for Academic, Social and Emotional Learning) core competencies of self-awareness, self-management, social awareness, relationship skills, and responsible decision-making. Mentors will also be trained to tutor students to support children academically.

3. Under supervision of a Common Grace Partnership Coordinator and teacher, counselor or other educator, mentoring sessions will consist of tutoring, along with 10 minutes of active listening, 20 minutes of art, indoor strategic games and homework boosting and 30 minutes of encouragement through indoor and/or outdoor play.

4. Families and mentors will meet during the school year, with training and resources available to help parent(s)/guardian(s) extend outcomes beyond the program. Common Grace will also host one group event in the Spring to provide opportunities for mentors and mentees to bond outside the school environment.

Measurable Milestones over 12 months

1. Common Grace mentors will complete 6 hours of training over 6 weeks, focusing on impactful tutoring, C.A.K.E. values and culminating in a school visit and mentor team bonding exercise.

2. Common Grace will expand mentoring services by solidifying partnerships with a minimum of 4 public and charter elementary and middle schools in low-income communities throughout Oahu.

   Common Grace recognizes the need for early intervention for at-risk middle school students, as they are highly vulnerable to bullying, peer pressure, social isolation and school disengagement, which can severely impact the trajectory of their education and future choices. Studies indicate school-based, 1-to-1 and cross-age peer approaches positively contribute to outcomes among at-risk youth across ages, genders, races and ethnicities.

4. Provide a budget narrative that explains how the budget in Section III will achieve the desired outcomes. (*3,000 character count limit)*

Common Grace requests **$124,568** from City GIA funding to support the expansion of the Malama and Mohala Mentoring Program for at-risk children and youth on Oahu.

$23,760 is requested toward a portion of the Salaries/Wages of the **Program Coordinator** (.5 FTE x $3,960/mo x 12 mo) – To Be Hired, who will assist with planning and coordination of programs and related activities, as well as monitor implementation of program policies and practice.

$10,800 is budgeted toward a portion of the Salaries/Wages of the **Program Assistant** (.5 FTE x $1,800/mo x 12/mo – To Be Hired), who will support the Program Coordinator, Manager and Partnership Coordinators with data entry, creation of forms and flyers, tracking mentor attendance, event planning, assisting with training curriculum development, processing payments and organizing financial documents.

$2,644 is allocated toward the **Fringe** of the Program Coordinator and Program Assistant ($34,560 x 7.65% for Payroll Taxes).

$10,560 is budgeted toward a portion of the Salaries/Wages of the **Executive Director** (.2 FTE x $4,400/mo x 12 mo), who will develop and cultivate relationships with stakeholders, improve operating efficiency, increase the number/quality of mentors, train staff and track performance.

$3,898 is allocated toward a portion of the Salaries/Wages of an **Administrative Assistant/Accounting Clerk** (.2 FTE x $1,624/mo x 12 mo). The Administrative Assistant will provide clerical support in accounting and office administration related to this grant activity, as well as provide operational support to the Executive Director.

$1,106 is allocated toward the **Fringe** of the Executive Director and Administrative Assistant ($14,458 x 7.65% for Payroll Taxes).

$64,000 is budgeted toward **Professional and Contractual Fees**, including $6,000 toward the CPA Audit, $30,000 for Co-Captains (20 x $1,500 each) and $28,000 for Tutors ($20 x $1,400 each). Co-Captains and Tutors will be contracted to lead training and

mentorship/tutoring sessions and will be under the leadership and training of Program Coordinators.

$7,800 is budgeted toward **Other Costs,** including $1,000 for Consumable Office Supplies, $6,000 toward Program Activities and Supplies for Events and Training and $800 for Mileage and Parking.

$322,493 has been **Secured** through a grant from the Office of Juvenile Justice Center Mentoring, which covers the Salaries/Wages and Benefits of other Direct Service Client Positions and Administrative/Supervisory Positions, as well as Professional and Contractual Services, Program Activities Supplies and Telecommunications.

An additional **$60,000** is **Pending** and will be secured from appeals and other fundraising initiatives to support the additional cost of Salaries/Wages and Benefits of other Direct Service Client Positions and Administrative/Supervisory Positions, as well as Utilities, Consumable Office Supplies, Mileage and Parking, Postage, Conference/Training and Other, to support the costs of liability insurance.

5. Provide a timeline that is complete, realistic and appropriate to achieve the desired outcomes. This timeline should also be reflected in Section IV. *(3,000 character count limit)*

Over 12 months, Common Grace will match 45 at-risk children to high school, college-aged and adult mentors/tutors during School Year 2025 – 2026.

Mentoring will occur weekly at a designated time and meeting place within each partnering school, generally a classroom or cafeteria. Mentors will travel as a team to the location at each school and break out to meet 1-to-1 with their mentees one hour each week for 15 sessions during the school year. Mentoring sessions will be led by a Partnership Coordinator (Common Grace adult staff), assisted by the Mentor Team Leaders/Co-Captains (high performing high school and college-aged mentor leaders selected by each school) and supervised by a Responsible Adult (teachers, counselors or other educators) at partner schools.

To achieve outcomes, Common Grace will implement the following **Timeline:**

Oct 2025 – Dec 2025

- 4 Mentoring/Tutor Training Sessions completed in November (2) and December (2), which include program orientation.

Jan 2026 – Mar 2026

- 9 mentoring sessions completed across partnering schools.

Apr 2026 – May 2026

- 6 mentoring sessions completed across partnering schools.
- 1 Spring event offered for mentors and mentees to spend time together.

Aug -Sep 2026

- Recruit 20 mentor candidates for the subsequent school year (8 in Aug; 12 in Sep).

C. Provide evidence of the agency's ability to perform the proposed grant activity through past performance, current capacity and/or plan to acquire the capacity to perform.

1. Provide data that demonstrates proven success in offering the same, similar, or related activities to achieve the proposed outcomes. *(3,000 character count limit)*

For 25 years, Common Grace has been dedicated to transforming the lives of highly vulnerable children through mentorship.

Since our inception in 1999, we have facilitated partnerships between public schools, businesses, and faith-based communities, connecting over 4,000 high-needs children with trained peer mentors. Common Grace was initially established in response to the Columbine High School Massacre over 20 years ago, which claimed the lives of 12 students and a teacher, as well as wounded 21 others in less than 20 minutes. Sadly, there have been 413 school shootings since the Columbine massacre, with recent research showing many attackers disclosed to peers they experienced loneliness prior to the attack. Our mission focuses on providing compassionate, attentive, and encouraging support to keiki facing challenges such as unstable living situations, homelessness, marginalization and discrimination.

Common Grace is supported by the Hawaii Department of Education and received the Partnership in Education Award in 2007 for our commitment to community engagement and student success. Referrals for at-risk children come from teachers and counselors who recognize the value of Common Grace's personalized mentorship, with partnering schools recommending high school and college-aged students to serve as 1-to-1 peer mentors for one hour each week during the school year. In the 2023-2024 school year alone, Common Grace matched 140 high school and college mentors with 198 elementary and middle school mentees, reaching a total of 342 students across Oahu. Due to an urgent need for mentors, we expanded our outreach to seven new schools this past year, including the largest public elementary school on Oahu, August Ahrens Elementary.

The impact of our mentorship program is demonstrated through improved student outcomes of the children we serve. Principals have reported enhanced attendance, participation, and academic performance among mentored students. The most compelling evidence of our ability to achieve measurable outcomes is demonstrated in the story of "A."

"A," is a single Micronesian mother of four with limited English proficiency, who is forced to work multiple jobs to make ends meet and support her family. Residing in a low-income neighborhood, "A" has limited resources and no access to role models or stable adults who can provide positive guidance for her sons. "A" recently shared with Common Grace the incredible impact she witnessed firsthand since participating in the program. Her sons, previously chronically absent and disengaged from school, now boast 100% attendance and academic success, thanks to their mentors.

This is just one example of the transformative nature of the Malama and Mohala Mentoring Program. With 25 years of experience and a strong record of success, Common Grace will leverage this expertise to expand its capacity, fostering resilience in the lives of Oahu's children amidst instability.

2. Describe the applicant's capacity to successfully achieve the proposed outcomes.
OR
Provide a plan to acquire the capacity to successfully achieve the proposed outcomes (including how the applicant has acquired similar capacity in the past).

Responses should include organizational knowledge, staffing, fiscal resources, facilities and other resources, stakeholders and relationships, and other relevant resources. *(3,000 character count limit)*

The Malama and Mohala Mentoring Program embodies 25 years of Common Grace's unwavering commitment to serve at-risk keiki throughout the City and County of Honolulu, with an impact that extends far beyond academic results.

Executive Director Aries Jackson oversees the mentoring program with a focus on building strong relationships with partnering schools and community stakeholders. Jackson's experience managing an international business in Hawaii has equipped her with essential skills in cultural competence and adaptability. With nine years of dedicated service, she has played a pivotal role in expanding outreach to serve a greater number of at-risk and marginalized children. Jackson's training in trauma-informed care and behavioral management enhances Common Grace's ability to provide meaningful support to vulnerable populations.

Motivated by a deep desire to offer the love and encouragement they lacked in their own childhoods, more than half of our high school and college-aged mentors return for a subsequent year, ensuring a continuous source of support for the mentoring program. One mentor beautifully shared how this calling comes from a longing to be the beacon of hope for children who feel unsupported and unseen. Founded in the wake of the tragic Columbine shooting in 1999, Common Grace has devoted over two and a half decades to cultivate trust, security, and cultural connection among Oahu's at-risk and disenfranchised children. The mentoring program is built on the belief that every child deserves to feel loved, seen, and valued through caring mentorship, embodying the deep values of our islands.

Mentors undergo a thorough vetting process and 6 hours of training over 6 weeks, using proprietary material that is evidence-based and field-tested to fit a variety of schools throughout school districts on Oahu. Mentors work in teams, fostering a sense of ohana and ensuring continuity in mentorship even in unforeseen circumstances. This collaborative approach allows Common Grace to maintain high-quality interactions while safeguarding the well-being of our keiki. Theoretically informed by a Positive Youth Development framework, the Common Grace mentoring curriculum emphasizes each child's unique strengths to build on existing capabilities that foster growth, resilience and self-confidence.

Common Grace's organizational knowledge is strengthened by established relationships with the Hawaii Department of Education, community organizations, and mental health professionals. These partnerships not only enrich our mentoring framework but also provide vital resources and referrals for mentees. Through extensive experience, dedicated leadership and heartfelt partnerships in place, Common Grace is positioned to successfully uplift Oahu's most vulnerable children. With a commitment to nurturing the next generation, Common Grace ensures that every child has the opportunity to thrive through meaningful mentorship grounded in the spirit of aloha.

D. Describe the applicant's sustainability and/or additional long-term benefit to the community

1. Provide a plan for sustaining and / or expanding activities beyond the applicable grant period. *(2,000 character count limit)*

Common Grace maintains a diversified portfolio of financial support, with approximately 85% derived from individual supporters – many of whom are long-standing contributors – and the remainder from grants and fundraising efforts.

In addition to individual donors, Common Grace focuses fundraising efforts on building partnerships with philanthropic donors, corporate sponsors and faith-based organizations aligned with our mission and vision to serve at-risk children through mentoring. Our successful Annual Gala also provides ongoing unrestricted funding year after year to invest into program expansion and sustainability beyond the grant period.

In 2025-2026, Common Grace will continue its collaboration with the Hawaii Department of Education to develop partners with new schools in low-income communities in an effort to bring peer mentoring to a greater number of at-risk children on Oahu. Common Grace will also explore development of long-term partnerships with local businesses, foundations, federal funds and community stakeholders who share a vested interest in youth development. In 2024, Common Grace secured a 3-year grant from the OJJDP to expand mentoring through capacity building efforts, such as securing additional program staff.

Common Grace continues to build a strong volunteer base to ensure a steady flow of mentors willing to commit time to work with children during the school year. This strategy involves working with high school and college-aged mentors to equip them with the tools needed to achieve personal success and develop essential 21st-century skills such as time management, organization, communication, leadership, and teamwork. Each year, Common Grace hosts a workshop called 'All Star,' which provides training in financial literacy, opportunities to build their resumes and practice interview skills. As a result, 1 in every 2 mentors commits to return to mentoring a second year, ensuring continuity and program longevity beyond grant funding.

2. Describe the applicant's capacity and resources to carry out the above plan (staffing, funding, etc.) beyond the grant period. *(2,000 character count limit)*

As peer mentoring becomes essential for tackling academic struggles, social-emotional challenges and reducing delinquent behavior among at-risk children on Oahu, Common Grace possesses the capacity and resources to deliver its mentoring program immediately and beyond the grant period.

Led by a dedicated team of experienced staff well-versed in program management and community engagement, Common Grace ensures that the Malama and Mohala Mentoring Program continues to drive transformation among vulnerable children who lack positive role models, empowering them to overcome systemic inequities. Our evidence-based and field-tested training equips peer mentors to address the needs of children holistically through compassion, communication, active listening, kindness/empathy, positive reinforcement and resiliency.

Through collaboration with a network of partners, Common Grace leverages resources that will extend well beyond the grant period. Public schools and community colleges also serve as an ongoing referral source for volunteer mentors, creating a sustainable model that will ensure mentoring not only thrives, but can be scaled up to other schools throughout Oahu after the grant period ends. For example, Common Grace expanded mentoring to 7 new schools on Oahu this past school year in response to the need for positive role models instrumental at breaking the cycle of academic failure and emotional instability.

In addition to our successful annual Gala, Common Grace works to diversify revenue streams by cultivating relationships with individual donors and local businesses, as well as expanding philanthropic partnerships to secure local, state, national and federal funding. Our history of successful grant management and community involvement provides a solid foundation for funding beyond the grant period to support our mentoring program as we expand to communities on Oahu beset with economic hardship and crime.

E. No CITY funds or assistance.
The highest consideration will be given to applicants that do not receive other funding or any form of assistance from the CITY. While applicants that receive other funding or assistance from the CITY may apply for Grants in Aid funding, the extent of funding or assistance already received in relation to services provided must be considered prior to awarding Grants in Aid funds.

A percentage of the sub-total criteria points will be awarded to Grantees based on the criteria below and the information about past funding / assistance from the CITY that follows.

The applicant has received no award from the CITY within the last 3 years.	**10%**
The applicant has received 1-2 awards from the CITY within the last 3 years.	**7%**
The applicant has received 3-5 awards from the CITY within the last 3 years.	**5%**
The applicant has received between 6-9 awards from the CITY within the last 3 years.	**3%**
The applicant has received 10 or more awards from the CITY within the last 3 years.	**0%**

GRANTEE RECEIPT OF CITY GRANTS

Identify all CITY grants received by Grantee (or Fiscal Sponsor) in the last three (3) years. Information will be verified by the CITY.

1. Grant Activity Name & Contract #: Mentoring; CT-DCS-2400013
   Grant Period: 10/01/2023 – 03/31/2025 Grant Amount: $199,225
   Grant Purpose: Mentoring expansion to support SEL and academic needs
   Grant Activity Status: ☒ Underway ☐ Completed ☐ Canceled
   Administrating Division: Department of Community Services

2. Grant Activity Name & Contract #: _____
   Grant Period: _____ Grant Amount: _____
   Grant Purpose: _____
   Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
   Administrating Division: _____

3. Grant Activity Name & Contract #: _____
   Grant Period: _____ Grant Amount: _____
   Grant Purpose: _____
   Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled

E. Age Friendly Honolulu (Complete only if applying for the bonus points)
Consideration is to be given to applicants that incorporate the vision and goals of the Age-Friendly Honolulu Program (as codified in ROH Chapter 2, Article 22), including but not limited to (1) enabling residents of all ages to actively participate in activities that keep them socially engaged, healthy, and active; and (2) removing barriers to inclusion for and providing support services to vulnerable residents and/or have physical limitations.

If awarded bonus points for being an Age-Friendly Honolulu project, the Grantee will be subject to additional reporting requirements, including but not limited to name, age, and physical location of seniors being served by the project.

To be eligible for the bonus points as an Age-Friendly Honolulu project an organization must demonstrate the proposal aligns with Age-Friendly Honolulu's priorities by completing the following TWO steps:

1) Go the following website https://www.hiphi.org/age-friendly-honolulu/ to access an Age-Friendly Honolulu training video. The video should be watched by at least one (1) person from the non-profit organization in a leadership position (Executive Director, Administrator, or equivalent). This video will define an "age-friendly city" and explain what types of projects align with the Age-Friendly Honolulu Vision.

2) Complete the section below by selecting which Age-Friendly Honolulu category best fits the activities of your organization and providing a brief description of how your proposal is an Age-Friendly Honolulu project.

☐ Enabling Residents of all ages to actively participate in activities that keep them socially engaged, healthy, and active, particularly at the oldest ages

☒ Providing Kupuna with meaningful roles in the community, including mentors, volunteers, or through intergenerational programming

☐ Removing barriers to support community inclusion and accessibility for persons of all abilities.

3) How is your proposal an Age-Friendly Honolulu Project and explain how your organization can meet the additional reporting requirements if awarded? *(2,000 character count limit)*

In recognition of the role our kupuna play as keepers of the culture, Common Grace provides meaningful activities to weave in their wisdom and knowledge as part of mentoring to ensure at-risk children receive valuable guidance and values handed down through generations. Many of our adult mentors are retired seniors, who speak life into at-risk children through their experiences and stories, which is particularly crucial for vulnerable children to strengthen their sense of identity as they gain valuable life lessons and historical perspectives. Common Grace also provides intergenerational activities for seniors, mentors and mentees to gather during the school year for fellowship, featuring activities such as singing, crafts, gardening and "talking story." Through intergenerational fellowship, seniors play an active role in helping at-risk children develop protective factors like empathy and respect, making them less likely to engage in delinquent behavior.

APPENDIX A: TIER II GRANT PROPOSAL (Grants $25,000 to $150,000)
SOLICITATION NO. RGP-DCS-GIA2026

Instructions: The proposal below must be completed in full. Responses must be provided in the fillable boxes provided. Where annotated, the fillable boxes have predetermined maximum limits on character counts. Letters, numbers, punctuation marks, and spaces are included in the character count limits.

SECTION I
SUMMARY

A. Grantee Legal Name:	Council for Native Hawaiian Advancement
B. Is Grantee a Fiscal Sponsor?	☐ Yes X No
C. Grant Activity Name:	Creative Arts Workforce Program

D. Briefly describe the Grantee's background, history (including year established), and mission. *(400 character count limit)*

Established in 2001, the Council for Native Hawaiian Advancement (CNHA) is a member-based 501(c)(3) non-profit with a mission to enhance the cultural, economic, political, and community development of Native Hawaiians. Since 2019, CNHA's Trades program has delivered workforce training to communities across Hawaii with over 40 training academies conducted and more than 1,000 individuals served.

E. Briefly describe the Grant Activity and public need being filled. *(400 character count limit)*

The cost of living in Hawaii has driven many long-time residents to seek opportunities outside the islands. CNHA aims to continue addressing these socioeconomic challenges through the Creative Arts Workforce Program and unlock the full potential of the creative sector by enhancing the talent pipeline, addressing technological advancements, and cultivating entrepreneurial skills here at home.

F. Briefly summarize Grant Activity outcomes and measures of success, including number and description of those served. *(400 character count limit)*

Program effectiveness will be measured through quantitative and qualitative methods that demonstrate community impact, including community interest, training cohorts delivered, learners served, and links to employment will be evaluated through intake and survey data both during the program and post-program.

G. Council District
Check all districts that will benefit from the Grant Activity. Provide the amount requested per district. Amounts must be in whole numbers only.

☒ District 1 $16,666	☒ District 2 $16,666	☒ District 3 $16,666
☒ District 4 $16,667	☒ District 5 $16,667	☒ District 6 $16,667
☒ District 7 $16,667	☒ District 8 $16,667	☒ District 9 $16,667

Total Amount Requested (must be $25,000 to $150,000)	$150,000

H. Type of Grant Activity (pick ONE category that best reflects the Grant Activity):		
1. Public Services: Projects in this category will support qualified public services and programs for the target populations deemed by the CITY to be most vulnerable.		
☐ A. Public Service – Seniors	☐ B. Public Service - Children	☐ C. Public Service - Disabilities
☐ D. Public Service – Homeless	☐ E. Public Service – Domestic Violence	☐ F. Public Service – Substance Abuse
☐ G. Public Service – Mental Health	☐ H. Public Service – Other (describe):	
2. Arts, Culture, Community/Economic Development, and the Environment: Projects in this category will support the sustainable improvement in the well-being and quality of life of local communities, especially low- to moderate income areas.		
☐ A. Arts	☐ B. Culture	☐ C. Community Development
☒ D. Economic Development	☐ E. Environment	

GRANTEE'S CERTIFICATION AND SIGNATURE

The undersigned, subject to personal liability and penalty under applicable law, certifies that he or she: (i) is authorized to sign this Grant Proposal; (ii) personally prepared or reviewed the matters found in this Grant Proposal (including any related documents/attachments); (iii) asserts all statements made in this Grant Proposal (including all attachments) are true, accurate and complete; (iv) has the requisite skills and knowledge to assert the foregoing certification; and (v) has complied and shall continue to comply with all applicable requirements of Chapter 6, Article 29 of the Revised Ordinances of Honolulu 2021, as amended (Link), regarding private organizations receiving grants of public funds from the City and County of Honolulu.

Signature of Grantee (Fiscal Sponsor) Officer
Printed Name and Title: Joseph Robert Kūhiō Lewis, Chief Executive Officer

11/21/2024
Date

CERTIFICATE OF THE BOARD OF DIRECTORS NO OBLIGATIONS IN ARREARS

The undersigned of the Board ("Grantee") hereby certifies that the Grantee or any principal of the Grantee or sponsored organization (where the Grantee is a Fiscal Sponsor) is not in arrears on any financial or other obligation owed to the City & County of Honolulu, a municipal corporation of the State of Hawaii.

(Signature)

Michelle Kristen Mahealani Kauhane-Taka
(Print name)

CERTIFICATE OF THE BOARD OF DIRECTORS AUTHORIZATION TO ASSIGN AUTHORITY

The undersigned of the Board ("Grantee") hereby certifies that Joseph Robert Kūhiō Lewis (name), Chief Executive Officer (title), has been authorized by the Board of Directors to sign proposals, contracts, and related documents on behalf of the Grantee. Accordingly, I hereby assign the authority by the Board to execute proposals, contracts, and contract amendments on behalf of the Grantee, and further certify that the assigned is given the power and authority to do all things necessary to implement, maintain, amend, or renew such contracts, including but not limited to the delegation of signing authority to another employee of the Grantee.

(Signature)

Michelle Kristen Mahealani Kauhane-Taka
(Print name)

STATE OF HAWAII)
CITY AND COUNTY OF HONOLULU)

On this DEC 0 6 2024 day of _____, 202__, before me appeared Michelle Kristen Mahealani Kauhane-Taka, personally known to me, who, being by me duly sworn, did say that he/she is the Board President of CNHA and that the corporation has no corporate seal, and that said instrument was signed in behalf of said corporation by authority of its Board of Directors, and said this acknowledged said instrument to be the free act and deed of said corporation.

HEATHER E. KIM NOTARY PUBLIC No. 18-6 STATE OF HAWAII

Heather E. Kim
Notary Public, State of Hawaii

Heather E. Kim
My Commission Expires: 02/04/2026
My Commission expires:

Doc. Date: Undated # Pages 3
Name: Heather E. Kim 1st Circuit
Doc. Description: Certificate of the Board of Directors Authorization to Assign Authority

Heather E. Kim
Signature

DEC 0 6 2024
Date

NOTARY CERTIFICATION

HEATHER E. KIM NOTARY PUBLIC No. 18-6 STATE OF HAWAII

SECTION II
GRANT ACTIVITY INFORMATION

A. Describe how the community need, stated problem/issue, and target population are effectively validated. The description must include how the public services' target population is vulnerable or how the arts, culture, community/economic development, or environmental activities will especially support low- to moderate-income areas.

1. Provide substantive data and other qualifying information to demonstrate how the problem/issue impacts the target population and is a community priority that needs to be addressed. *(5,000 character count limit)*

The cost of living in Hawaii has driven many long-time local residents to seek opportunities outside the islands in pursuit of a more sustainable future. Over the past decade, Hawaii has witnessed a continuous decline in its population, largely attributed to the exorbitant cost of living and dearth of affordable housing, with Hawaii's cost of housing 214% higher than the national average and the overall cost of living 84% higher than the national average. According to the MIT Living Wage Calculator, a livable household income for two working adults with two children in the City & County of Honolulu is estimated at $149,753. In 2023, the U.S. Census Bureau reported a median household income of $94,814 across the state with a per capita wage of just $42,683, rendering a significant portion of the population financially strained.

This reality is particularly true for the Native Hawaiian community. The most recent U.S. Census reported that more than half of all Native Hawaiians now on the continent. One study by Kamehameha Schools cited the high cost of living coupled with a lack of job opportunities and career growth as the main reasons that Native Hawaiians migrate to the continent. On average, Native Hawaiians only earn $0.84 for every $1 earned by non-Native Hawaiians in the state. Mitigating this trend requires fostering opportunities for residents to bolster household income and enhance the financial stability essential to thrive in their homeland.

Even when good paying jobs exist in Hawaii, many residents don't have the prerequisite skills, certifications, or experience to get the job. For example, a Hawaii State Senate committee briefing earlier this year from UHERO Executive Director Carl Bonham forecasted a boom in the construction industry. However, many of these projects planned to import their workers because there simply weren't enough available on island. It is necessary for us to better invest in training our workforce to ensure Hawaii wages are going back into the state economy and benefiting our residents.

Trades programs offer education focused on a specific vocational skill, teaching students a range of practical skills through real-world experience. Trades programs are particularly useful for low- and middle-income individuals needing to earn a higher income to support themselves and their ohana; self-employed entrepreneurs and contractors who want to expand their marketable skill set; and people looking to make a career shift to adjust to the ever-changing workforce needs. Strategic investments in these programs can empower individuals, enhance industry competitiveness, and drive economic prosperity.

Since 2019, CNHA has developed a trades program that provides comprehensive workforce training academies tailored to underserved communities, dislocated individuals, and those seeking career advancement or a shift into trades-related professions leading to upward economic mobility. Previous trades academies have given students the opportunity to graduate with their commercial driver's license (CDL), OSHA and HAZWOPPER certification, skills for solar installation, police and fire training experience, and the requisite cultural

knowledge needed to grow their career across the islands. Every trade academy is developed based on workforce needs, trends, and an evolving society, like an aging workforce, industry advancements, and necessity for upskilling. CNHA sees an opportunity to fill the need for a creative arts industry workforce development program that supports enhancing the talent pipeline, addressing technological advancements, and cultivating entrepreneurial skills.

One of the growing workforce sectors in Hawaii is the creative arts industry. According to a May 2023 DBEDT report on Hawaii's Creative Industries, the creative arts saw a 7.1 percent job growth between 2012 and 2022; there are now over fifty thousand creative industry jobs in the state, which makes up more than 5 percent of the state GDP, and 37,239 creative industries jobs in the City & County of Honolulu. Many of these jobs offer a competitive and livable wage, with the average annual earnings for film, TV, video production, and cable and media streaming being $100,740. If we can train our local workforce to meet the demands of this growing industry, we can transform our economy to better benefit our residents.

The creative arts industry relies on a diverse pool of talented individuals, both on stage and behind the scenes, encompassing artists, producers, designers, writers, and performers. There is ample opportunity to train, educate, and equip individuals with requisite skills needed to thrive in the field. Embracing a holistic approach to workforce development ensures that the creative arts industry remains a vibrant and thriving ecosystem enriching lives and inspiring future generations within the Native Hawaiian community and beyond.

B. Describe the proposed plan

1. Provide a description of the Grant Activity. This description will be used as the scope of services in the contract. Describe why you chose this Grant Activity and how it will effectively address the community's problem / need. *(3,000 character count limit)*

Over the next year, CNHA intends to stand up four unique trades academies in the creative arts through Hawaii Stage and Lighting Rentals (HSLR), a business that has brought life to major community events across the islands and played a key role in shaping Hawaii's event landscape for over 60 years. These programs will offer a spectrum of trades training programs tailored to meet the evolving demands of the industry, including lighting and ETC-certified technicians, certified riggers, computer aided design (CAD)-certified creative directors, and CDL Class A drivers, respectively.

Each of these trades was chosen due to their earning potential, need in the industry, and availability of career experts to teach. Certified lighting technicians (average annual salary: $135,000) are indispensable in various industries such as film, television, theater, concerts, and events to ensure the safe and effective execution of lighting setups. Certified riggers (average annual salary: $104,000) play a critical role across various industries, including construction, entertainment, maritime, and manufacturing to safely lift, move, and position heavy objects. Creative directors (average annual salary: $83,000) play a pivotal role in driving innovation and ensuring the seamless execution of creative projects. CDL drivers (average annual salary: $65,000) play a vital role in transporting goods and materials across the state, particularly given the current shortage of drivers in Hawaii.

This proposed plan will, over the course of the year, support recruitment of 5 program participants for a lighting technician cohort; 10 program participants for two rigging cohorts; 5 program participants for a creative director cohort; and 20 program participants for a CDL

cohort. In total, with a completion rate of 80%, CNHA expects 32 graduates from these initial creative arts training academies.

CNHA's trades program adopts a holistic approach to workforce development, encompassing comprehensive training initiatives alongside wraparound services aimed at fostering professional development. These services include financial empowerment training, job readiness preparation, and Hawaiian cultural enrichment programs all designed to equip learners with essential skills and knowledge for success in their chosen fields.

Additionally, these programs offer robust support services to facilitate post-program employment opportunities, thereby fostering economic resilience and upward mobility within Hawaii's workforce. By collaborating with industry professionals and community partners, the program ensures the continued delivery of high-quality training that aligns with industry standards and employer needs. Graduates from CNHA's trades program can more effectively earn a higher income that can better support themselves and their 'ohana.

2. Provide measurable outcomes, describe how outcomes are aligned with the purposes and priorities of the Grants in Aid Fund, and describe how outcomes directly benefit the target population. *(3,000 character count limit)*

Public Services should begin with a statement of the number of individuals that the Grant Activity will directly benefit during the Grant Term.

Arts, Culture, Community/Economic Development or Environment should begin with a statement as to how the Grant Activity supports the sustainable improvement in the well-being and quality of life of local communities, especially low to moderate income areas.

A trades program tailored to the creative arts industry will teach local residents the necessary skills to support a growing workforce sector. The overarching goals of the project encompass the development of a skilled labor force within Hawaii to fortify the local trades sector, thereby equipping residents with the requisite expertise for lucrative employment opportunities. This opportunity will be particularly impactful for low- to moderate-income individuals looking to increase their upward mobility. Training residents to meet the needs of the creative industry, rather than allowing the industry to bring in skilled employees from outside of the state, will sustainably improve the well-being and quality of life for local communities. A creative arts workforce development program will nurture talent, diversify employment opportunities, foster economic resilience, and unlock the full potential of the creative arts sector.

Program effectiveness will be measured through quantitative and qualitative metrics that demonstrate community impact. Measurable outcomes include the number of training cohorts delivered, financial literacy classes held, learners served, and available job prospects after graduation. Other areas of focus in data collection will include community interest and links to employment.

Information will be intake and survey data before, during, and after the program. A survey will be sent out to all students before the program that collects data on current employment, salary, potential reasons for changing careers, and reasons for interest in the program. Another survey will be sent to graduates to update responses as well as to share reflections on the trades program. Data will be collected continually from graduates to track the impact of the trades academy and improve future academies based on collected feedback.

These outcomes are directly aligned with the purposes and priorities of the Grants in Aid Fund. Workforce training for the creative arts sector would improve economic development as well as arts and culture. These outcomes also directly benefit the target population of low- and moderate-income individuals. By tracking pre- and post-training salary as well as continually monitoring graduates, we will be able to make a definitive conclusion about the effectiveness of our training academy programs.

3. Provide an action plan to achieve the stated measurable outcomes. If the Grant Activity involves a partnership, provide a description of each partner's role. Must include measurable milestones, specific events, or other performance measures appropriate to achieving the outcomes. *(3,000 character count limit)*

Outreach to prospective program participants for each cohort will happen primarily through social media. As with previous trades academies, CNHA will advertise the opportunity to its more than 65,000 followers across platforms, including Instagram, Facebook, TikTok, and LinkedIn. Depending on the application pool, resources may also be invested towards social media ads, email campaigns, or other forms of outreach to increase the number of applicants. Prospective participants will then apply on CNHA's website prior to the advertised deadline. Applications will be reviewed by the trades program team and evaluated accordingly, with priority given to veterans, then dislocated and disenfranchised workers. Successful applicants will be notified and given the program schedule and requirements.

Training programs differ by industry certification; therefore, each academy is tailored to its specific skills, with training curriculum and course schedule developed to meet industry standards. Many of these creative arts workforce programs will be coordinated directly by Hawaii Stage and Lighting Rental, Hawaii's largest stage and lighting company and career experts in these industries. CNHA program staff with institutional knowledge from running other cohorts will also help to plan, coordinate, implement, and manage the delivery of training programs.

Training for all cohorts involves both classroom and hands-on learning provided by industry experts and potential employers. Skills training will be taught alongside financial literacy and cultural classes to produce well-rounded graduates who are prepared to work in Hawaii's creative arts industry. Cohort numbers are based on best practices for instructor-to-learner ratio to ensure successful engagement and certification of achievement. A conservative graduation rate of 80% is estimated across cohorts based on prior trades programs.

After graduation, communication and relationships with students will still be maintained post-program. Program staff will regularly check in with graduates through survey intake and individual outreach to gauge how effective the trades academy was in helping the participants with gaining new employment, better paying employment, or employment in the newly learned trade. Program staff will also send out communications on behalf of employers looking to hire recent graduates.

4. Provide a budget narrative that explains how the budget in Section III will achieve the desired outcomes. (*3,000 character count limit)*

The full pilot program will be funded through multiple grants to cover all relevant costs including direct staff, equipment purchases, office rent and utilities, and contractual services. As reflected in the budget, costs are split between multiple funding sources. These sources, while some are still pending, are all non-duplicative and serve different purposes. For example, funding for direct staff who will help with the creative arts workforce program has

been accounted for by other grants. Funds from this proposal are set to support CNHA administrative staff and Hawaii Stage and Lighting Rental (HSLR) as employee consultants to help coordinate programs up to industry standards.

Administrative staff accounted for in this budget includes CNHA's Chief Executive Officer, Chief of Staff, Director of Finance, General Counsel, Cultural Advisor, and Accountant. All positions are necessary for the trades program to function, even if they are not direct staff. All named staff will work on the creative arts workforce programs in some capacity, including maintaining budgets, drafting employment contracts, delivering cultural trainings, or overseeing the direction of the programs. These positions are further detailed in the personnel/capacity section of the proposal.

HSLR will operate as employee consultants to ensure students get the most relevant, up-to-date teachings that relate directly to today's work environment. Experienced staff from HSLR will be able to provide their own real-life experiences to inform trainings and build curriculum. Students will learn the necessary day-to-day skills needed for the trade as well as lifelong career advice from industry experts. HSLR staff will also be able to connect graduates to other creative arts industry professionals, including potential employers or collaborators.

Current secured funding is sufficient to stand up the pilot program and pending funds will help support more cohorts and more students into the program. CNHA's workforce development model allows for flexibility in funding because of the foundation we have built. Additional funds help to build capacity and further strengthen the program, and a diversity of funds helps to ensure longevity of the program since it is not reliant on one source.

5. Provide a timeline that is complete, realistic and appropriate to achieve the desired outcomes. This timeline should also be reflected in Section IV. *(3,000 character count limit)*

Over the twelve-month period, CNHA plans to teach five cohorts through its pilot creative arts workforce program. Program timeline includes securing training instructors; program outreach, recruitment, enrollment; training delivery; and performing quality assurance and program evaluation. CNHA already has program staff dedicated to implementing a trades program and work is already being completed to transform the model to fit with the needs of the creative arts industry.

As reflected in the timeline, each cohort has been planned to occur over a four-month period to account for recruitment, enrollment, curriculum, financial literacy classes, testing, certification, and graduation. Cohorts will be staggered to allow for overlap without creating an excessive amount of work for program staff. For example, one cohort will be in the recruitment phase while another cohort will be attending literacy classes. Cohort timeline was developed using previous trades academies as an example and may be adjusted slightly based upon industry expert consultation.

Staggering cohorts also allows for digital storytelling to be utilized to showcase learner outcomes and achievements as a means of recruitment for future programs. CNHA's media team will capture digital assets throughout the cohorts, including testimonials from graduates, photos and videos from the training classes, and compelling stories from instructors. These assets will be flipped in a timely manner to show the success of the cohort and encourage application to future trades programs.

Per the submitted timeline, the first cohort will begin recruitment in October, followed by trainings in November and December, with graduation from the program in January. This general schedule will apply with the second cohort in November, the third cohort in February, the fourth cohort in April, and the fifth cohort in May. Monthly reports will include application forms, financial literacy sign-in sheets, and certificates of completion when relevant.

C. Provide evidence of the agency's ability to perform the proposed grant activity through past performance, current capacity and/or plan to acquire the capacity to perform.

1. Provide data that demonstrates proven success in offering the same, similar, or related activities to achieve the proposed outcomes. *(3,000 character count limit)*

While the creative arts workforce development program is still in its pilot stage, the CNHA trades academy has been in operation since 2019. Over the course of the past five years, the program has coordinated, delivered, and graduated 43 different academies across multiple industries, with more planned in future months. Previously offered trades academies include CDLs, solar installation, fire and police, and OSHA, HAZMAT, and HAZWOPPER trainings. The trades program is regularly evolving to offer trainings in different industries and meet the needs of the community.

All trades academies have been coordinated in response to a specific need in the community. For example, the OSHA, HAZMAT, and HAZWOPPER trainings were started in direct response to the Maui wildfires to provide Maui residents with the necessary skills and certifications needed to assist with cleanup efforts. Within just a few months, CNHA's trades program was able to coordinate funds, instructors, and facilities to provide dozens of Maui residents relevant trainings at no cost to the individual.

CNHA sees an incredible amount of opportunity in economic upward mobility for the creative arts workforce development program. Certified lighting technicians have an average annual salary of $135,000; certified riggers have an average annual salary of $104,000; creative directors have an average annual salary of $83,000; and CDL drivers have an average annual salary of $65,000. All of these incomes are significantly greater than the state per capita wage of just $42,683. There is significant reason to believe that graduates from the creative arts trades programs will be able to boost their household income significantly by joining this growing industry sector.

Across all academies, CNHA is proud to have 848 total graduates who have been able to take the skills and connections that they learned during their program to improve their livelihood. Program staff still regularly contacts many of the graduates and sends out information from employers looking to hire previous program participants. Graduates regularly share stories of success in terms of new career opportunities, higher paying employment, and a greater quality of life for them and their family.

2. Describe the applicant's capacity to successfully achieve the proposed outcomes.
OR
Provide a plan to acquire the capacity to successfully achieve the proposed outcomes (including how the applicant has acquired similar capacity in the past).

Responses should include organizational knowledge, staffing, fiscal resources, facilities and other resources, stakeholders and relationships, and other relevant resources. *(3,000 character count limit)*

As a driver of change and solutions, CNHA knows that collective impact is greater when communities come together and find ways to complement the work that they've been doing for years. Previously, CNHA completed its fiscal year (FY) 2021 with over $73 million in total revenues against $71.9 million in total expenses, with the bulk of revenues coming from contracts with the City and County of Honolulu, the State of Hawaii, and the Department of Hawaiian Home Lands (DHHL) for the administration and disbursements of COVID-related relief funds, which was recognized as one of the most efficient and effective in the country. Ninety percent of total expenditures were related to running a successful emergency financial assistance program, including direct payments to cover rents and mortgages.

Other CNHA programs and services that demonstrate capacity to manage complex grant deliverables and funds include: $6 million in asset management (affordable housing, retail/commercial holdings); Kilohana, a regenerative tourism division administering a multi-year $27 million grant to reimagine the visitor industry; The Mākeke, a centralized online marketplace that has supported over 400 Hawaii businesses; and the Hawaiian Trades Academy, a workforce development program that prepares students for trade careers.

CNHA's trades program currently employs three full-time staff, including a program manager, a program relations specialist, and a CDL instructor to lead training on Oahu. The trades program also benefits from the institutional knowledge and oversight of a senior director of operations and compliance officer, who have both previously been heavily involved in directing the program and overseeing dozens of previous trades academies. Together, the trades team is able to coordinate, manage, deliver, and evaluate all proposed cohorts.

CNHA's holding company, Hawaii Holdings, recently acquired Hawaii Stage and Lighting Rental (HSLR), Hawaii's largest stage and lighting company. Over the past five decades, HSLR has delivered over 8,000 events and continues to be a leader in the local creative arts industry. Partnership with HSLR provides easy coordination for facilities, contractors, and equipment. HSLR staff will be able to work alongside CNHA's trades team to transform the workforce development model and adapt it to their specific skilled trades.

D. Describe the applicant's sustainability and/or additional long-term benefit to the community

1. Provide a plan for sustaining and / or expanding activities beyond the applicable grant period. *(2,000 character count limit)*

Since 2019, the Council for Native Hawaiian Advancement has successfully implemented over forty diverse trades academies. Our organization is dedicated to continuing this vital program as long as workforce development needs persist. To ensure sustainability and long-term community benefits, CNHA has developed a multi-pronged approach:

1. **Strategic Investment in Infrastructure and Partnerships**:
   By strategically investing in Hawaii Stage and Lighting Rental, CNHA not only enhances its operational capacity but also strengthens the broader creative arts industry within the state. These investments foster a cyclical model of growth, where program graduates contribute to local economic and cultural vitality.
2. **Building Lasting Infrastructure and Resources**:
   The pilot program's initial phase focuses on creating durable assets that will serve future cohorts, including:
   - **Curriculum Development**: Comprehensive course materials and training modules tailored to the creative arts industry.

- **Equipment Acquisition**: High-quality, industry-standard tools and equipment to ensure practical, hands-on training for participants.
- **Instructor and Employer Relationships**: Robust partnerships with skilled professionals and local employers to secure long-term mentorship, employment pathways, and real-world project opportunities for trainees.

3. **Ongoing Assessment and Growth**:
   CNHA is committed to evaluating program outcomes and incorporating lessons learned to refine and expand the program. Metrics such as employment rates, participant satisfaction, and employer feedback will guide future iterations. Additionally, we aim to leverage program success to attract new funding sources, both public and private, to support long-term growth.
4. **Expanding the Creative Arts Industry**:
   The program will help to professionalize and grow an industry that reflects the state's unique identity, ensuring that local talent is nurtured and celebrated.

This comprehensive approach ensures that CNHA's trades academies, including the new creative arts workforce development program, are well-positioned to deliver long-term benefits to the community

2. Describe the applicant's capacity and resources to carry out the above plan (staffing, funding, etc.) beyond the grant period. *(2,000 character count limit)*

Over the past six years, the Council for Native Hawaiian Advancement has experienced remarkable growth and diversification in its portfolio of services, addressing a broad spectrum of community needs. This evolution has been driven by a flexible model that leverages financial support from diverse funding opportunities, including private donations, corporate partnerships, government contracts, and grants. This approach ensures the sustainability and adaptability of CNHA's programs, enabling the organization to respond effectively to emerging workforce needs and pursue innovative solutions for Hawai'i's economic challenges.

The trades program exemplifies CNHA's commitment to cultivating a skilled workforce while remaining responsive to changing market demands. This program has consistently expanded its reach and impact through increased funding, which has allowed CNHA to build capacity, serve more students, and enter new workforce sectors.

To sustain the creative arts workforce development program beyond the grant period, CNHA is committed to a proactive approach in securing funding from multiple streams. These include:

- **Private Sources**: Engaging local businesses, philanthropic organizations, and individual donors to invest in the program's long-term success.
- **State Funds**: Advocating for appropriations and partnerships with state agencies to support workforce development initiatives that align with Hawai'i's strategic goals.
- **Federal Appropriations**: Pursuing federal grants and contracts that provide resources for workforce development and economic recovery.

Moreover, CNHA will continue to prioritize program sustainability by building partnerships with industry stakeholders, aligning with community needs, and maintaining robust financial management practices. By fostering these connections and securing diverse funding streams, CNHA can ensure the creative arts workforce development program will thrive well beyond the initial grant period, creating lasting benefits for Hawaii's economy, culture, and workforce.

E. No CITY funds or assistance. The highest consideration will be given to applicants that do not receive other funding or any form of assistance from the CITY. While applicants that receive other funding or assistance from the CITY may apply for Grants in Aid funding, the extent of funding or assistance already received in relation to services provided must be considered prior to awarding Grants in Aid funds. A percentage of the sub-total criteria points will be awarded to Grantees based on the criteria below and the information about past funding / assistance from the CITY that follows.	
The applicant has received no award from the CITY within the last 3 years.	**10%**
The applicant has received 1-2 awards from the CITY within the last 3 years.	**7%**
The applicant has received 3-5 awards from the CITY within the last 3 years.	**5%**
The applicant has received between 6-9 awards from the CITY within the last 3 years.	**3%**
The applicant has received 10 or more awards from the CITY within the last 3 years.	**0%**

GRANTEE RECEIPT OF CITY GRANTS

Identify all CITY grants received by Grantee (or Fiscal Sponsor) in the last three (3) years. Information will be verified by the CITY.

1. Grant Activity Name & Contract #: _____
   Grant Period: _____ Grant Amount: _____
   Grant Purpose: _____
   Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
   Administrating Division: _____

E. Age Friendly Honolulu (Complete only if applying for the bonus points)
Consideration is to be given to applicants that incorporate the vision and goals of the Age-Friendly Honolulu Program (as codified in ROH Chapter 2, Article 22), including but not limited to (1) enabling residents of all ages to actively participate in activities that keep them socially engaged, healthy, and active; and (2) removing barriers to inclusion for and providing support services to vulnerable residents and/or have physical limitations.

If awarded bonus points for being an Age-Friendly Honolulu project, the Grantee will be subject to additional reporting requirements, including but not limited to name, age, and physical location of seniors being served by the project.

To be eligible for the bonus points as an Age-Friendly Honolulu project an organization must demonstrate the proposal aligns with Age-Friendly Honolulu's priorities by completing the following TWO steps:

1) Go the following website https://www.hiphi.org/age-friendly-honolulu/ to access an Age-Friendly Honolulu training video. The video should be watched by at least one (1) person from the non-profit organization in a leadership position (Executive Director, Administrator, or equivalent). This video will define an "age-friendly city" and explain what types of projects align with the Age-Friendly Honolulu Vision.

2) Complete the section below by selecting which Age-Friendly Honolulu category best fits the activities of your organization and providing a brief description of how your proposal is an Age-Friendly Honolulu project.

☐ Enabling Residents of all ages to actively participate in activities that keep them socially engaged, healthy, and active, particularly at the oldest ages

☐ Providing Kupuna with meaningful roles in the community, including mentors, volunteers, or through intergenerational programming

☐ Removing barriers to support community inclusion and accessibility for persons of all abilities.

3) How is your proposal an Age-Friendly Honolulu Project and explain how your organization can meet the additional reporting requirements if awarded? *(2,000 character count limit)*

Proposal 22

APPENDIX A: TIER I GRANT PROPOSAL (Grants between $5,000 and $10,000)
SOLICITATION NO. RGP-DCS-GIA2026

Instructions: The proposal below must be completed in full. Responses must be provided in the fillable boxes provided. Where annotated, the fillable boxes have predetermined maximum limits on character counts. Letters, numbers, punctuation marks, and spaces are included in the character count limits.

SECTION I
SUMMARY

A. Grantee Legal Name:	Creative Arts Experience
B. Is Grantee a Fiscal Sponsor?	☐ Yes ☒ No
C. Grant Activity Name:	HEART of Honolulu Street Festival

D. Briefly describe the Grantee's background, history (including year established), and mission. *(400 character count limit)*

Originally established in 1999, the nonprofit changed its name to Create Arts Experience (CAE) in 2014 with the mission to support small businesses through the arts. CAE piloted second Saturdays and Walk on the Wild Side street festivals. CAE has organized community clean ups, art workshops and classes, creativity staff training for non-profits, and children and senior citizens creativity groups.

E. Briefly describe the single event, performance, class, or other non-programmatic Grant Activity and need being filled. *(400 character count limit)*

A free, open to the public festival will help brand Chinatown/Arts District as a positive destination. The desired outcomes are to promote culture and the arts, attract positive media attention, and build collaborations among area nonprofits, businesses and community members. The event will create opportunity for artists, arts nonprofits and small businesses to work together to promote economic viability.

F. Briefly summarize single event, performance, class, or other non-programmatic Grant Activity outcomes and measures of success, including number and description of those served. *(400 character count limit)*

Activities on the street and in storefronts/nonprofit venues will include:
*collaborations with nonprofits to assist in the development of the festival
*engage art galleries and retail stores to participate
*develop make-and-take art activities for participants
*organize a music center with local music groups performing
*recruit arts and culture vendors

G. Council District
Check all districts that will benefit from the Grant Activity. Provide the amount requested per district. Amounts must be in whole numbers only.

☒ District 1 $500	☒ District 2 $500	☒ District 3 $1,000
☒ District 4 $1,000	☒ District 5 $1,000	☒ District 6 $4,000
☒ District 7 $1,000	☒ District 8 $500	☒ District 9 $500

Total Amount Requested (must be between $5,000 and $10,000)	$10,000

H. Type of Grant Activity (pick ONE category that best reflects the Grant Activity):		
1. Public Services: Single event, performance, class, or other non-programmatic projects in this category will support qualified public services and programs for the target populations deemed by the CITY to be most vulnerable.		
☐ A. Public Service – Seniors	☐ B. Public Service - Children	☐ C. Public Service - Disabilities
☐ D. Public Service – Homeless	☐ E. Public Service – Domestic Violence	☐ F. Public Service – Substance Abuse
☐ G. Public Service – Mental Health	☐ H. Public Service – Other (describe):	
2. Arts, Culture, Community/Economic Development, and the Environment: Single event, performance, class or other non-programmatic projects in this category will support the sustainable improvement in the well-being and quality of life of local communities, especially low- to moderate income areas.		
☐ A. Arts	☐ B. Culture	☐ C. Community Development
☒ D. Economic Development	☐ E. Environment	

GRANTEE'S CERTIFICATION AND SIGNATURE

The undersigned, subject to personal liability and penalty under applicable law, certifies that he or she: (i) is authorized to sign this Grant Proposal; (ii) personally prepared or reviewed the matters found in this Grant Proposal (including any related documents/attachments); (iii) asserts all statements made in this Grant Proposal (including all attachments) are true, accurate and complete; and (iv) has the requisite skills and knowledge to assert the foregoing certification and (v) has complied and shall continue to comply with all applicable requirements of Chapter 6, Article 29 of the Revised Ordinances of Honolulu 2021, as amended (Link), regarding private organizations receiving grants of public funds from the City and County of Honolulu.

Sandra Pohl

Signature of Grantee (Fiscal Sponsor) Officer

12-04-2024

Date

Printed Name and Title: Sandra Pohl, President

CERTIFICATE OF THE BOARD OF DIRECTORS NO OBLIGATIONS IN ARREARS

The undersigned of the Board ("Grantee") hereby certifies that the Grantee or any principal of the Grantee or sponsored organization (where the Grantee is a Fiscal Sponsor) is not in arrears on any financial or other obligation owed to the City & County of Honolulu, a municipal corporation of the State of Hawaii.

(Signature)

Su Shen Atta
(Print name)

CERTIFICATE OF THE BOARD OF DIRECTORS AUTHORIZATION TO ASSIGN AUTHORITY

The undersigned of the Board ("Grantee") hereby certifies that Sandra Pohl (name), President (title), has been authorized by the Board of Directors to sign proposals, contracts, and related documents on behalf of the Grantee. Accordingly, I hereby assign the authority by the Board to execute proposals, contracts, and contract amendments on behalf of the Grantee, and further certify that the assigned is given the power and authority to do all things necessary to implement, maintain, amend, or renew such contracts, including but not limited to the delegation of signing authority to another employee of the Grantee.

(Signature)

Su Shen Atta
(Print name)

STATE OF HAWAII)
CITY AND COUNTY OF HONOLULU)

On this 13th day of November, 2024, before me appeared Su Shen Atta, personally known to me, who, being by me duly sworn, did say that he/she is the Secretary of Creative Art Experience and that the corporation has no corporate seal, and that said instrument was signed in behalf of said corporation by authority of its Board of Directors, and said she acknowledged said instrument to be the free act and deed of said corporation.

LYNN S. RUTH NOTARY PUBLIC Comm. No. 97-485 STATE OF HAWAII

Notary Public, State of Hawaii

My Commission expires: 10/24/2027

Doc. Date: Not date # Pages 17
Name: Lynn S. Ruth 1st Circuit
Doc. Description: Tier I grant proposal

LYNN S. RUTH NOTARY PUBLIC Comm. No. 97-485 STATE OF HAWAII

Signature 11/13/2024 Date

NOTARY CERTIFICATION

SECTION II
GRANT ACTIVITY INFORMATION

A. Describe how the community need, stated problem / issue, and target population are effectively validated. The description must include how the single event, performance, class, or other non-programmatic public services target population is vulnerable or how the arts, culture, community/economic development, or environmental activities will especially support low- to moderate income areas.

1. Describe why you chose this Grant Activity and how it will effectively address the community's problem / need. *(500 character count limit)*

The street festival is a cost-effective way and an opportunity for people to work together. The collaborating arts community will use creativity, innovation and sweat equity of local businesses, artists, nonprofits and volunteers. The event makes it possible for participants to get to know the community and see the improved condition of the area which will help create a positive impression. The event is news-worthy, attracting positive coverage from print, radio and TV Media.

B. Describe the proposed plan

1. Provide measurable outcomes, describe how outcomes are aligned with the purposes and priorities of the Grants in Aid Fund, and describe how outcomes directly benefit the target population. *(500 character count limit)*

Public Services should begin with a statement of the number of individuals that the Grant Activity will directly benefit during the Grant Term.

Arts, Culture, Community/Economic Development or Environment should begin with a statement as to how the Grant Activity supports the sustainable improvement in the well-being and quality of life of local communities, especially low to moderate income areas.

The goal is to improve the economic viability and image of the Chinatown business community by pursuing the following objectives: Promote arts and culture; Strengthen the collaborative relationships among area nonprofits and businesses; Provide and centralized home for the arts and culture; Attract visitors by increasing pedestrian traffic to patronize the area's restaurants, bars, shops and galleries; Provide positive memorable experience for the visitors.

2. Provide an action plan to achieve the stated measurable outcomes. If the single event, performance, class, or other non-programmatic Grant Activity involves a partnership, provide a description of each partner's role. Must include measurable milestones, specific events, or other performance measures appropriate to achieving the outcomes. *(1,000 character count limit)*

CAE will form a committee: Downtown Art Center will provide logistical support, community organizations of other nonprofits and business, communication expertise providing flyers and social media development, organize make-and-take art activities on the street, work with the City & County of Honolulu for the permitting process and sponsorship development to fund event, oversee half of the street festival footprint and Arts at Marks Garage will organize the local musicians and speakers for the music stage and oversea half of the festival blueprint.

Measureable outcomes are: Number of positive media print; Number of collaborating nonprofits; Number of business sponsorships; Number of businesses actively open during the

event; Number of participating artists and musicians; Number of art and culture activities; Number of vendors and number of attendees. Upon completion of the festival evaluation plan sponsorship funding for future festivals.
3. Provide a narrative that explains how the budget in Section III and the deliverable schedule in Section IV will achieve the desired outcomes. *(1,000 character count limit)* It should be noted that many categories of the grant form do not apply to CAE which has no paid staff and accomplishes its mission with contracted services, collaborations and volunteers. Thus, program coordination and marketing services will be contracted to persons not yet identified. It is also anticipated that some event services and materials will be donated; their value will either offset the budgeted amounts or expand the amounts in the form of in-kind funding. The grant request is designated as Council district 6 based on the location of the businesses and the event in Chinatown. The community nonprofits and business collaborators will provide additional TV and print advertising and social media, volunteers and event management staff.

C. No CITY funds or assistance.
The highest consideration will be given to applicants that do not receive other funding or any form of assistance from the CITY. While applicants that receive other funding or assistance from the CITY may apply for Grants in Aid funding, the extent of funding or assistance already received in relation to services provided must be considered prior to awarding Grants in Aid funds.

A percentage of the sub-total criteria points will be awarded to Grantees based on the criteria below and the information about past funding / assistance from the CITY that follows.

The applicant has received no awards from the CITY within the last 3 years.	**10%**
The applicant has received 1-2 awards from the CITY within the last 3 years.	**7%**
The applicant has received 3-5 awards from the CITY within the last 3 years.	**5%**
The applicant has received 6-9 awards from the CITY within the last 3 years.	**3%**
	0%

The applicant has received 10 or more awards from the CITY within the last 3 years.	

GRANTEE RECEIPT OF CITY GRANTS

Identify all CITY grants received by Grantee (or Fiscal Sponsor) in the last three (3) years. Information will be verified by the CITY.

1. Grant Activity Name & Contract #: HEART of Honolulu Street Festival CT-DCS-2500016
   Grant Period: 10-1-24 - 9-30-25 Grant Amount: $10,000
   Grant Purpose: To use a street fesitval to promote Chinatown/Arts district businesses, non-profits along with local artists and musicians.
   Grant Activity Status: ☒ Underway ☐ Completed ☐ Canceled
   Administrating Division: _____

2. Grant Activity Name & Contract #: HEART of Honolulu Street Festival CT-DCS-2400014
   Grant Period: 10/1/23 - 9/30/24 Grant Amount: $10,000
   Grant Purpose: To use a street fesitval to promote Chinatown/Arts district businesses, non-profits along with local artists and musicians.
   Grant Activity Status: ☐ Underway ☒ Completed ☐ Canceled
   Administrating Division: _____

3. Grant Activity Name & Contract #: Creative Placemaking Street Festival Seeding a Positive Event in the Arts District CT-DCS 2300009
   Grant Period: 10-22 - 9-30-23 Grant Amount: $10,000
   Grant Purpose: The arts, culture and creativity are central to the revitalization of Chinatown and contribute to building community to diversity economic and tourism strategies.
   Grant Activity Status: ☐ Underway ☒ Completed ☐ Canceled
   Administrating Division: _____

4. Grant Activity Name & Contract #: Support The HEART of Honolulu Street Poject CT-DCS-2200016
   Grant Period: 9-21 - 10-22 Grant Amount: $10,000
   Grant Purpose: To promote culture and the arts, attract positive media attention, and build collaborations among area nonprofits, businesses and community members.
   Grant Activity Status: ☐ Underway ☒ Completed ☐ Canceled
   Administrating Division: _____

5. Grant Activity Name & Contract #: _____
   Grant Period: _____ Grant Amount: _____
   Grant Purpose: _____
   Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
   Administrating Division: _____

6. Grant Activity Name & Contract #: _____
   Grant Period: _____ Grant Amount: _____
   Grant Purpose: _____
   Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
   Administrating Division: _____

7. Grant Activity Name & Contract #: _____

D. Age Friendly Honolulu (Complete only if applying for the bonus points)
Consideration is to be given to applicants that incorporate the vision and goals of the Age-Friendly Honolulu Program (as codified in ROH Chapter 2, Article 22), including but not limited to (1) enabling residents of all ages to actively participate in activities that keep them socially engaged, healthy, and active; and (2) removing barriers to inclusion for and providing support services to vulnerable residents and/or have physical limitations.

If awarded bonus points for being an Age-Friendly Honolulu project, the Grantee will be subject to additional reporting requirements, including but not limited to name, age, and physical location of seniors being served by the project.

To be eligible for the bonus points as an Age-Friendly Honolulu project an organization must demonstrate the proposal aligns with Age-Friendly Honolulu's priorities by completing the following TWO steps:

1) Go the following website https://www.hiphi.org/age-friendly-honolulu/ to access an Age-Friendly Honolulu training video. The video should be watched by at least one (1) person from the non-profit organization in a leadership position (Executive Director, Administrator, or equivalent). This video will define an "age-friendly city" and explain what types of projects align with the Age-Friendly Honolulu Vision.

2) Complete the section below by selecting which Age-Friendly category best fits the activities of your organization and providing a brief description of how your proposal is an Age-Friendly Honolulu project.

☒ Enabling Residents of all ages to actively participate in activities that keep them socially engaged, healthy, and active, particularly at the oldest ages

☐ Providing Kupuna with meaningful roles in the community, including mentors, volunteers, or through intergenerational programming

☒ Removing barriers to support community inclusion and accessibility for persons of all abilities.

3) How is your proposal an Age-Friendly Honolulu project and explain how your organization can meet the additional reporting requirements if awarded? *(2,000 character count limit)*
The festival is about creating a direct creative experience at a family friendly public art event. Participants of all ages and skill levels can choose a musical or theatrical performance and demonstration, learn about lei making of ikebana, see dances from the Pacific, try their hand at bookmaking, or learn how to turn trash into treasures. Visual artists, musicians and performing artists will be on hand to guide their explorations. The festival will bring opportunities to see hear, learn and explore a variety of art forms including painting, drawing, music, and theater at little or no cost. This shared experience with participants and volunteers of all ages provides an opportunity for community engagement where people can share and learn from each other.

The planning and implementation of the event will, for the most part, be community driven by businesses, nonprofits and senior citizens who have been working in the arts district for years organizing annual festivals in public places to create a sense of place in the arts district. The volunteer experience will provide opportunity for new friendships and business collaborations. The arts become the leveling playing field for interaction.

Community engagement is a crucial element of CAE's mission. The organization hopes to ensure that everyone has access to valued social settings and activities, feel that they contribute meaningfully to those activities, and develop abilities that enable them to participate fully in the communities. The special events increase the quality of life for individuals and families in a day time event.

APPENDIX A: TIER II GRANT PROPOSAL (Grants $25,000 to $150,000)
SOLICITATION NO. RGP-DCS-GIA2026

Instructions: The proposal below must be completed in full. Responses must be provided in the fillable boxes provided. Where annotated, the fillable boxes have predetermined maximum limits on character counts. Letters, numbers, punctuation marks, spaces are included in character count limits.

SECTION I
SUMMARY

A. Grantee Legal Name:	Cyber Ike
B. Is Grantee a Fiscal Sponsor?	☐ Yes ☒ No
C. Grant Activity Name:	Cybersecurity Workforce Development Training Initiative

D. Briefly describe the Grantee's background, history (including year established), and mission. *(400 character count limit)*

Cyber 'Ike is an educational social impact 501c3 with a mission to provide world-class cybersecurity education in Hawai'i. We seek to advance the field of IT and cybersecurity by providing resources, support, and networking opportunities to students, professionals, and community members. Three leaders in the cybersecurity workspace in Hawai'i formed Cyber 'Ike in March 2024.

E. Briefly describe the Grant Activity and public need being filled. *(400 character count limit)*

The *Cybersecurity Workforce Development Training Initiative* aims to provide specialized training, certification, and practical experience to individuals seeking to enter or advance their careers. This program will help address the critical shortage of skilled professionals in Hawai'i's cybersecurity sector and contribute to the long-term economic growth and security of Hawai'i.

F. Briefly summarize Grant Activity outcomes and measures of success, including number and description of those served. *(400 character count limit)*

Train Cybersecurity Students
- Equip 40 participants with cybersecurity knowledge/skills for industry CompTIA certifications
- Provide 40 internship/job opportunities through local businesses and governmental bodies
- Facilitate 2 *Cyber Capture the Flag* competitions, for K-12+
- Teach 144 *Cybersecurity Workforce Development* Classes
- Present 12 *CyberShield* sessions for kūpuna led by initiative students

G. Council District: Check all districts that will benefit from the Grant Activity. Provide the amount requested per district. Amounts must be in whole numbers only.

☒ District 1 $18,000	☒ District 2 $15,000	☒ District 3 $7,500
☒ District 4 $7,500	☒ District 5 $43,500	☒ District 6 $15,000
☒ District 7 $7,500	☒ District 8 $7,500	☒ District 9 $28,500
Total Amount Requested (must be $25,000 to $150,000)	**$150,000**	

H. Type of Grant Activity (pick ONE category that best reflects the Grant Activity):		
1. Public Services: Projects in this category will support qualified public services and programs for the target populations deemed by the CITY to be most vulnerable.		
☐ A. Public Service – Seniors	☐ B. Public Service - Children	☐ C. Public Service - Disabilities
☐ D. Public Service – Homeless	☐ E. Public Service – Domestic Violence	☐ F. Public Service – Substance Abuse
☐ G. Public Service – Mental Health	☐ H. Public Service – Other (describe):	
2. Arts, Culture, Community/Economic Development, and the Environment: Projects in this category will support the sustainable improvement in the well-being and quality of life of local communities, especially low- to moderate income areas.		
☐ A. Arts	☐ B. Culture	☐ C. Community Development
☒ D. Economic Development	☐ E. Environment	

GRANTEE'S CERTIFICATION AND SIGNATURE

The undersigned, subject to personal liability and penalty under applicable law, certifies that he or she: (i) is authorized to sign this Grant Proposal; (ii) personally prepared or reviewed the matters found in this Grant Proposal (including any related documents/attachments); (iii) asserts all statements made in this Grant Proposal (including all attachments) are true, accurate and complete; (iv) has the requisite skills and knowledge to assert the foregoing certification; and (v) has complied and shall continue to comply with all applicable requirements of Chapter 6, Article 29 of the Revised Ordinances of Honolulu 2021, as amended (Link), regarding private organizations receiving grants of public funds from the City and County of Honolulu.

Vincent DiRienzo — 10/19/2024

Signature of Grantee (Fiscal Sponsor) Officer — Date

Printed Name and Title:

Vincent DiRienzo, Executive Director

CERTIFICATE OF THE BOARD OF DIRECTORS NO OBLIGATIONS IN ARREARS

The undersigned of the Board ("Grantee") hereby certifies that the Grantee or any principal of the Grantee or sponsored organization (where the Grantee is a Fiscal Sponsor) is not in arrears on any financial or other obligation owed to the City & County of Honolulu, a municipal corporation of the State of Hawaii.

(Signature)

Evan Law
(Print name)

CERTIFICATE OF THE BOARD OF DIRECTORS AUTHORIZATION TO ASSIGN AUTHORITY

The undersigned of the Board ("Grantee") hereby certifies that **Vincent DiRienzo** (name), **Executive Director and Board President** (title), has been authorized by the Board of Directors to sign proposals, contracts, and related documents on behalf of the Grantee. Accordingly, I hereby assign the authority by the Board to execute proposals, contracts, and contract amendments on behalf of the Grantee, and further certify that the assigned is given the power and authority to do all things necessary to implement, maintain, amend, or renew such contracts, including but not limited to the delegation of signing authority to another employee of the Grantee.

(Signature)

Evan Law
(Print name)

STATE OF HAWAII)
CITY AND COUNTY OF HONOLULU)

On this 17 day of OCTOBER, 2024, before me appeared EVAN C S LAW, personally known to me, who, being by me duly sworn, did say that he/~~she~~ is the Treasurer of Cyber Ike and that the corporation has no corporate seal, and that said instrument was signed in behalf of said corporation by authority of its Board of Directors, and said HE acknowledged said instrument to be the free act and deed of said corporation.

Notary Public, State of Hawaii

My Commission expires: DEC 26 2026

DENISE LOCQUIAO NOTARY PUBLIC No. 10-440 STATE OF HAWAII

DENISE LOCQUIAO NOTARY PUBLIC No. 10-440 STATE OF HAWAII

Doc. Date: OCT 17 2024 # Pages 1
Name: DENISE LOCQUIAO First Circuit
Doc. Description: CERTIFICATE OF THE BOARD OF DIRECTORS NO OBLIGATIONS IN ARREARS

Signature OCT 17 2024 Date

NOTARY CERTIFICATION

SECTION II
GRANT ACTIVITY INFORMATION

A. Describe how the community need, stated problem/issue, and target population are effectively validated. The description must include how the public services' target population is vulnerable or how the arts, culture, community/economic development, or environmental activities will especially support low- to moderate-income areas.

1. Provide substantive data and other qualifying information to demonstrate how the problem/issue impacts the target population and is a community priority that needs to be addressed. *(5,000 character count limit)*

PROBLEMS TO BE SOLVED

Cyber 'Ike's *Cybersecurity Workforce Development Training Initiative* presents a unique opportunity to address the critical shortage of skilled professionals in Hawai'i's cybersecurity sector and contribute to the long-term economic growth and security of Hawai'i.

1) Cybersecurity Attacks Nationwide (Forbes Advisor, 8.28.24)
   - 2,365 cyberattacks in 2023; 343,338,964 victims
   - 2023 saw a 72% increase in data breaches since 2021
   - Around the world, a data breach cost $4.88 million, on average, in 2024
   - Email is the most common vector for malware, with 35% of malware delivered via email in 2023
   - 94% of organizations have reported email security incidents
   - Business email compromises accounted for over $2.9 billion in losses in 2023

2) Hawai'i Cyber-Crimes (FBI IC3 Report)
   Last year, victims across the state reported the top three cyber-crimes as phishing scams, non-payment/non-delivery scams, and personal data breach. According to the FBI, the most significant monetary losses for victims were caused by business email compromise scams, investment fraud, and romance schemes.
   - In Hawai'i during 2023, the top 8 cyber-crimes and number of victims: Personal Data Breach: 227; Extortion: 207; Investment: 196; Technical Support: 160; Non-payment/Non-delivery: 150; No Lead Value: 123; Business Email Compromise: 73; Confidence and/or Romance Fraud: 72.
   - Victims in Hawai'i according to age group and the amounts lost (of Hawai'i's $39,999,023 total): Over 60: $27,965,497 (70%); 50-59: $5,631,499 (14%); 40-49: $3,671,457 (9%); 30-39: $2,156,987 (5%); 20-29: $552,571 (1.5%); Under 20: $21,012 (.5%).

3) Cybersecurity Workforce Gap (cyberseek.org)
   Hawai'i's cybersecurity workforce gap has reached a record high, with approximately 11,730 professionals needed to adequately safeguard Hawai'i's digital assets, and of those, 4,534 cybersecurity job openings are currently seeking eligible workers. Information security jobs are projected to grow by 32% between 2022 and 2032.

   Statistics on the gap of skilled professionals in Hawai'i and nationally include:
   - Supply/Demand Ratio (2024): HI 73%/US 85%
   - Total Cybersecurity Online Job Openings (2024): HI 4,534/US 469,930
   - Total Employed Cybersecurity Workforce (2024): HI 7,196/US 1,239,018
   - Certification Holders in Hawai'i:
     - CompTIA Security+ - 3861
     - Certified Information Systems Security Professional (CISSP) - 756

- Global Information Assurance Certification (GIAC) - 416
- Certified Information Systems Auditor (CISA) - 73
- Certified Information Security Manager (CISM) - 104
- Certified Information Privacy Professional (CIPP) - 12

POPULATION TO BE SERVED

Cyber 'Ike's *Cybersecurity Workforce Development Training Initiative* will serve Hawai'i residents, ages 17 and above, with most in the 17-24 age range. Participants range from high school students through adults training for a second career, primarily in the low-to-moderate income range (based on age and as new entrants to job markets). We expect to follow the national demographic of approximately 21.5% of cybersecurity specialists are women, while 78.5% are men. The primary focus of the project implementation for our low- to moderate-income population is to serve Native Hawaiians, women in STEM learning trajectory, and low-income residents of O'ahu – by offering the program free-of-charge.

B. Describe the proposed plan

1. Provide a description of the Grant Activity. This description will be used as the scope of services in the contract. Describe why you chose this Grant Activity and how it will effectively address the community's problem / need. *(3,000 character count limit)*

ACTIVITIES

To address the growing demand for skilled professionals in the field of IT and cybersecurity, the *Cybersecurity Workforce Development Training Initiative* aims to provide specialized training, certification, and practical experience to individuals seeking to enter or advance their careers in IT and cybersecurity. With a focus on collaboration with local businesses and educational institutions, this program will contribute to the development of a robust IT and cybersecurity workforce in Hawai'i.

Program Design: *Cybersecurity Workforce Development Training Initiative*

The Cyber 'Ike program provides hands-on training that enhances employability and readiness for industry demands. Each cohort is for 6 months, consisting of a Monday in-person class with a Wednesday and Friday virtual class from 6pm-9pm.

- Curriculum: Staff have designed a curriculum aligned with industry standards and with DoD 8140 certification requirements, offering structured progression from foundational to advanced topics.
- Instructors: An experienced educator will deliver expert instruction three times a week for evening sessions and provide ongoing guidance throughout the program.
- Training Facility: We will lease workspace at Entrepreneurs Sandbox, and Cyber 'Ike will provide laptop workstations.
- Course Structure: The program will offer a 6-month course with 72 sessions. Topics will include A+, Net+, Sec+, CySA+, and CASP+ certifications. These 5 certifications will encompass 99% of all jobs within cybersecurity for public, private, DoD and military. Students are required to volunteer in the IT community 10 hours a month to graduate.
- Student Support Services: Services such as mock interviews, resume reviews, leadership development and internship placements will enhance students' skills and employment prospects.

Completion of the cohort means acquiring all certifications, meeting volunteer hour requirements, and finishing the capstone project.

1. COMPTIA Core Training: Training to industry standards to IT & Cybersecurity

certifications in A+, Network+ and Security+
2. COMPTIA CySA+/CASP+: For cyber professionals in incident detection, prevention and response through continuous security monitoring
3. Microsoft 365 Certified and Copilot: Learning how to manage a MS365 tenant as well as master Microsoft Copilot
4. Security Capstone Project - Students harness the cybersecurity skills from their coursework to develop a team-based capstone project -- to design innovative solutions that address Hawaii's unique cybersecurity challenges

WHY THIS SOLUTION
Students who complete their cohort will have the chance to be placed in internships, full time positions or contracting work from public, private, and DoD, using the skills that they have acquired. This specialized training program will reflect the current areas of cybersecurity needs in Hawai'i.

2. Provide measurable outcomes, describe how outcomes are aligned with the purposes and priorities of the Grants in Aid Fund, and describe how outcomes directly benefit the target population. *(3,000 character count limit)*

Public Services should begin with a statement of the number of individuals that the Grant Activity will directly benefit during the Grant Term. Arts, Culture, Community/Economic Development or Environment should begin with a statement as to how the Grant Activity supports the sustainable improvement in the well-being and quality of life of local communities, especially low to moderate income areas.

ECONOMIC DEVELOPMENT
40 students (primarily low-to-moderate income) will be enrolled in the *Cybersecurity Workforce Development Training Initiative* (2 cohorts of 20 students) free of charge during the grant period.

MEASURABLE OUTCOMES
Goal 1) Train Cybersecurity Students – Equip 40 Cyber 'Ike *Cybersecurity Workforce Development Training Initiative* participants with cybersecurity knowledge and skills for industry certifications, enhancing their employability and readiness for industry demands.

- Objective 1) Recruit and choose 40 students to be a part of two cohorts of program
- Objective 2) Administer 144 training initiative classes per year (12 per month)
- Objective 3) 90% of program participants (36) will complete the Cyber 'Ike 6-month training program
- Objective 4) 90% of participants (36) will pass their 4 CompTIA certifications for successful completion of training program

Goal 2) Internship Opportunities** – Provide 36 internship/job opportunities through partnerships with local businesses and governmental bodies for placement of our graduates of the program -- providing industry experience opportunities for graduates through internal hiring and contracted assignments.

- Objective 1) Maintain a network of at least 5 partnerships with Hawai'i corporations, government entities and job placement organizations to provide a steady landing place for our graduates
- Objective 2) 90% of participants agree that the *Cybersecurity Workforce Development Training Initiative* has significantly enhanced their employability and professional development

(**not included in Section IV Schedule)

Goal 3) Serve Kūpuna and Youth Through Creative Cybersecurity Training – Implement 12 *CyberShield* presentations that train kūpuna to combat cybersecurity hacks, improve digital literacy, and empower them with the tools and skills to stay safe online. Implement 2 Capture the Flag *CyberStrike* Competitions to "gamify" cybersecurity for students K-12+ through a competition platform.

- Objective 1) Implement a minimum of 12 *CyberShield* program presentations annually to teach kūpuna basic cybersecurity awareness, safe password management, social media and online scams, email and communication safety, understanding privacy settings, and using technology safely
- Objective 2) Facilitate 2 CyberStrike competitions to allow participants (primarily high school) to learn the basics of cybersecurity through a gamified *Capture the Flag* competition

OUTCOMES BENEFITTING TARGET POPULATION

In serving Hawai'i residents, ages 17 and above (with most in the 17-24 age range), the *Cybersecurity Workforce Development Training Initiative* participants range from high school students through adults training for a second career. The target population is primarily in the low-to-moderate income range, based on age, many just graduated from high school, and as new entrants to job markets without the qualifications provided in this training initiative.

3. Provide an action plan to achieve the stated measurable outcomes. If the Grant Activity involves a partnership, provide a description of each partner's role. Must include measurable milestones, specific events, or other performance measures appropriate to achieving the outcomes. *(3,000 character count limit)*

ACTION PLAN TO ACHIEVE MEASURABLE OUTCOMES

Goal 1) Train 40 Cybersecurity Students with cybersecurity knowledge and skills for industry certifications, enhancing their employability and readiness for industry demands

Action Plan:

- Recruit and choose 40 students to be a part of two cohorts of program
- Implement 6-month classroom training program, for 72 classes per cohort
- Participants test for 4 CompTIA certifications for successful completion of program

Goal 2) Provide 36 Internship Opportunities through partnerships with local businesses and governmental bodies for placement of our graduates of the program.

Action Plan:

- Create and maintain a network of at least 5 partnerships with Hawai'i corporations, government entities and job placement organizations to provide a steady landing place for our graduates
- Provide mock interviews, resume reviews, leadership development, and internship placements to enhance students' skills and employment prospects

Goal 3) Serve Kūpuna and Youth Through Creative Cybersecurity Training by engaging the senior and youth segments of our community with creative and "gamified" cybersecurity programs.

Action Plan:

- Implement 12 *CyberShield* presentations that train kūpuna to combat cybersecurity hacks, improve digital literacy, empower them with tools and skills to stay safe online.
- Implement 2 Capture the Flag *CyberStrike* Competitions to "gamify" cybersecurity for students K-12+ through a competition platform.

PARTNERSHIPS AND ROLES

- Academic Partner: CompTIA
  ROLE: CompTIA provides access to certifications such as A+, Network+, Security+, CASP+, CySA+, and Pentest+. CompTIA certifications are highly valued and many times required in both the Department of Defense (DoD) and the private sector. CompTIA provides a wide range of curriculum materials that align with their certification exams.

- Technology Partner: Microsoft
  ROLE: Microsoft offers free Microsoft 365 Education licenses to our students and educators. This includes access to essential tools like Word, Excel, PowerPoint, OneNote, and Microsoft Teams.

- Technology Partner: Pacxa
  ROLE: Pacxa, Hawai'i's premier technology provider, offers extensive technology assistance to Cyber 'Ike through cutting-edge technology solutions, including cloud services, cybersecurity tools, and IT infrastructure, and technical expertise.

- Job Placement Partner: Bishop & Co.
  ROLE: Bishop & Co., a well-established staffing agency in Hawai'i that specializes in connecting job seekers with employers, helps Cyber 'Ike graduates find full-time positions by leveraging their extensive network of local employers, and they provide career counseling and resume-building workshops for Cyber 'Ike students.

- Job Placement Partner: TEKsystems
  ROLE: TEKsystems, a leading provider of IT staffing solutions and services, connects Cyber 'Ike students with internship opportunities and full-time roles at top tech companies, along with ongoing professional development resources.

4. Provide a budget narrative that explains how the budget in Section III will achieve the desired outcomes. *(3,000 character count limit)*

PROGRAM BUDGET

The total operating budget for the organization is $947,470 annually. The Cyber 'Ike *Cybersecurity Workforce Development Training Initiative* program under this request operates on a $280,000 annual budget.

This funding request of $150,000 will fund the following items in our budget:

- Professional and Contract Services (C&C request for **$46,800**):
  Three contracted professionals in the cybersecurity space will be hired on an hourly basis for work during the direct training program. An IT & Cybersecurity Instructor ($23,400) will lead the trainings, and the two Instructional Assistants ($11,700 each) will facilitate the administrative, testing, training work, along with the interaction with external vendors.

- Program Activities Supplies (C&C request for **$72,040**):
  As part of the classroom learning materials, the following program supplies will be provided by Cyber 'Ike and utilized by the students during the two cohorts (total of $1,801 per student):
  - Books/Curriculum – The primary curriculum for the training course will be CompTIA Security+ All-in-One Exam Guide and the CompTIA Security+ Certification Guide. Cost @$226 per person x 40 students = **$9,040**

- Labs (from CompTIA) – The labs utilized in the training represent the simulated real world experience students will need to get hired for jobs. Cost @$381 per student x 40 students = **$15,240**
- Certification Vouchers to complete the 4 CompTIA testing exams. 1 voucher = 1 exam entrance. Cost @$1,184 per student for the 4 tests = **$47,360**
- Certificates of Achievement for verification of passing grades/course. Cost @$10 x 40 students = **$400**

- Computer Laptops for Classroom Training, Peripherals (C&C request to cover 40% of the costs for **$25,160** of $65,000 total):
  Laptops will be purchased and will remain as Cyber 'Ike property as classroom/cohort laptops. Cost is estimated at $2,500 per laptop x 25 laptops (20 students, 3 instructors, 2 backup) = **$62,500**. Computer peripherals such as a mouse, mousepads, headsets, and cables will be purchased to outfit the laptops @**$2,500** for peripherals = $100 x 25 sets.

- Facilities Rental for Classroom Training (C&C request for **$6,000**):
  The Entrepreneurs Sandbox classroom space costs $93.75 per use for the in-person trainings (4x a month x 12 mo. = $4,500) Additionally, Cyber 'Ike will utilize the space for the *CyberStrike* event in May 2026 @$1,500.

5. Provide a timeline that is complete, realistic and appropriate to achieve the desired outcomes. This timeline should also be reflected in Section IV. *(3,000 character count limit)*

PROGRAM TIMELINE

Q1 (Oct-Dec 2025)
- Tri-weekly classes (Oct-Dec) with cohort of existing 20 candidates (continuing through the 6-month course that began in July 2025)
- Capstone project presentations (Dec)
- CompTIA Certification testing (Dec)
- Graduation of students (late Dec)
- Marketing of training initiative for participant enrollment in next cohort
- Select next cohort of 20 candidates to start in January
- Kūpuna *CyberShield* presentations monthly (Oct-Dec)
- Capture the Flag *CyberStrike* competition (Oct)

Q2 (Jan-Mar 2026)
- Tri-weekly classes with new cohort of 20 candidates (Jan-Mar)
- Kūpuna *CyberShield* presentations monthly (Jan-Mar)

Q3 (Apr-Jun 2026)
- Tri-weekly classes (Apr-Jun)
- Capture the Flag *CyberStrike* competition (May)
- Capstone project presentations (Jun)
- CompTIA Certification testing (Jun)
- Graduation of students (late Jun)
- Select next cohort of 20 candidates to start in July
- Kūpuna *CyberShield* presentations monthly (Apr-Jun)

Q4 (Jul-Sep 2026)
- Tri-weekly classes with new cohort of 20 candidates (Jul-Sep)
- Kūpuna *CyberShield* presentations monthly (Jul-Sep)

C. Provide evidence of the agency's ability to perform the proposed grant activity through past performance, current capacity and/or plan to acquire the capacity to perform.

1. Provide data that demonstrates proven success in offering the same, similar, or related activities to achieve the proposed outcomes. *(3,000 character count limit)*

PAST RESULTS AND ACHIEVEMENTS

Cyber 'Ike began its work with the *CyberStrike* program (below), even prior to forming the nonprofit entity. We have not yet executed the *Cybersecurity Workforce Training Initiative* (teaching portion of the program) but will operate two full cohorts in calendar year 2025 through new program funding.

CyberStrike offers a dynamic *Cyber Capture The Flag* (CTF) experience where participants from across Hawai'i converge to engage in a battle -- from cryptography to log analysis, web application penetration testing, and Open Source Intelligence. CyberStrike not only serves as a testament to the participants' skills but also fosters camaraderie within the cybersecurity community, shaping the next generation of digital defenders poised to confront the challenges of tomorrow's cyber landscape.

- 120 students participated in the May 2024 *CyberStrike* event
- Implemented CTFs for the past 3 years for K-12 schools, and an average of 15 schools and 90 students per event 3 times a year.

MEASURING OUR RESULTS

To monitor the effectiveness of our work, Cyber 'Ike tracks each student's progress in their 6-month program, along with the outputs of certifications, competitions, graduation, volunteer activities, and job placements.

Data includes:

1) Number of Students Graduating: Tracking and reporting the students' completion of graduation requirements (# and %) shows student value of program and future sustainability
2) Number of Certifications Achieved: Tracking the number of certifications that each student attains provides the achievement goals for the program
3) Number of Students Placed into Internships and Jobs: Tracking the placement of our initiative students into internship positions or permanent jobs will allow us to gauge the impact of the training program.
4) Surveys of Students: Each program participant will be required to submit a post-survey to assist with evaluation of the program and the impact on their own lives.

2. Describe the applicant's capacity to successfully achieve the proposed outcomes.
OR Provide a plan to acquire the capacity to successfully achieve the proposed outcomes (including how the applicant has acquired similar capacity in the past).

Responses should include organizational knowledge, staffing, fiscal resources, facilities and other resources, stakeholders and relationships, and other relevant resources. *(3,000 character count limit)*

DEMONSTRATED EXPERIENCE

Three leaders in the cybersecurity workspace in Hawai'i formed Cyber 'Ike in March 2024. After recognizing the imbalance of training and job openings in the cybersecurity space and

the ineptitude of the current security training offerings making no impact, the team built out an organization that would provide significant progress in meeting the needs of our community.

- Vincent DiRienzo – Board President
- Evan Law – Board Treasurer
- Courtney Kinder – Board Secretary

STAFF CAPABILITIES

Although all three leaders currently serve as volunteers in the organization, their commitment to the organization is full-time:

- Vincent DiRienzo, Head of Information Security, Tradewind Group, is a versatile business leader, bringing 14 years of experience in information technology and security. His key expertise is in Information Security and project management. He was also the ISC2 Hawaii Chapter President from 2023-2024 and currently AFCEA Hawai'i's Director of Cyber from 2022-present. He is the *CyberStorm* Lead and *CyberForge* Co-Lead.
- Evan Law, Systems Administrator for Pearl Harbor Naval Shipyard, Client Solution Architects LLC, is an experienced subject matter expert in the field of IT, advising federal, state, county and local government and corporations on vulnerabilities in cybersecurity. His expertise is in Systems Administration and Information Security. He is the *CyberStrike* Lead and *CyberForge* Co-Lead.
- Courtney Kinder, HIPAA Security Officer, State Department of Health, is a Security Compliance Officer with 8+ years of work experience managing an IT department and ensuring HIPAA compliance. Courtney specializes in workflows and troubleshooting. She engages over 3000 staff members annually in security awareness and training initiatives at the State Department of Health. Courtney serves as the *CyberShield* program lead.

Cyber 'Ike Instructors have been carefully selected and will be hired upon funding of this program. All instructors will be certified in all certifications taught in Cyber 'Ike. A director will be hired to manage the administrative, financial, and student communications for the training.

D. Describe the applicant's sustainability and/or additional long-term benefit to the community

1. Provide a plan for sustaining and / or expanding activities beyond the applicable grant period. *(2,000 character count limit)*

POTENTIAL ADJUSTMENTS AND CONTINUED FUNDING

As a new organization, though thoroughly networked in the community as a cybersecurity leader, Cyber 'Ike is committed to creatively raising funds and community support to expand the organization. The funds we plan on seeking will be from charitable foundations, corporations, and government grants. Thankfully, over the years we have been planning for this organization, our community has provided pro-bono space, materials, software, volunteers, and technology solutions – and many of these in-kind contributions will continue.

However, as we move to the next phase of training – the key to creating a cybersecurity workforce for Hawai'i – we now need to change the business model to paying our valued instructors and providing the certifications and job placement services that our community truly needs.

The Tradewind Group has pledged a $40,000 gift for the training initiative, and we asked Atherton Family Foundation to match that gift, to bring this program to implementation starting in January 2025. If the funding levels do not come in as hoped from other funders, we will ask the training students to provide their own laptops during the first cohort, until we are able to

purchase the $65,000 worth of computer equipment for the training program. Additionally, to save on facilities costs, other partnerships may need to be utilized to cover any funding shortfall. Flexibility is key to our programs.

As part of Cyber 'Ike's long-range goals, we plan on continuing to implement the other Cyber 'Ike programs (*CyberShield, CyberStrike, CyberForge, CyberStorm*), as funding and partnerships allow.

2. Describe the applicant's capacity and resources to carry out the above plan (staffing, funding, etc.) beyond the grant period. *(2,000 character count limit)*

FUNDING SUSTAINABILITY
Beyond the grant period, Cyber 'Ike has planned a robust earned-income model for the future, that includes the students who graduate from the training initiatives.

- Government Contracts:
  As a strong contender for City, State, Federal government contracts for cybersecurity, Cyber 'Ike will apply for external contracting revenue. This revenue will directly support the training programs moving forward for Cyber 'Ike and will utilize the graduated students for the projects (and pay them the market rate) for their work on the contracts.

  The following are the types of contracts available in the government marketplace:
  - Cybersecurity Analyst - Monitor and protect an organization's computer networks and systems
  - Security Operations Center (SOC) Analyst - Monitor and respond to security incidents within a SOC environment
  - Junior Penetration Tester - Test the security of systems by attempting to breach them, identifying vulnerabilities
  - Incident Response Analyst - Respond to and manage security breaches and incidents.
  - Security Consultant - Provide advice and solutions to improve an organization's security posture
  - Vulnerability Analyst - Identify and assess vulnerabilities in systems and networks
  - Network Security Engineer - Design and implement secure network solutions
  - Cybersecurity Researcher - Conduct research to identify new threats and develop mitigation strategies

STAFFING SUSTAINABILITY
Initially Cyber 'Ike will be staffed by the three board members, in addition to a few other contractors in the first year. As students graduate from the Cyber 'Ike programs, many will be utilized to become the trainers of the future cohorts, along with working on the contracts described above. The long term strategy is for staff to come on board with the organization to run the programs and contracts.

E. No CITY funds or assistance.
The highest consideration will be given to applicants that do not receive other funding or any form of assistance from the CITY. While applicants that receive other funding or assistance from the CITY may apply for Grants in Aid funding, the extent of funding or assistance already received in relation to services provided must be considered prior to awarding Grants in Aid funds.

A percentage of the sub-total criteria points will be awarded to Grantees based on the criteria below and the information about past funding / assistance from the CITY that follows.

The applicant has received no award from the CITY within the last 3 years.	**10%**
The applicant has received 1-2 awards from the CITY within the last 3 years.	**7%**
The applicant has received 3-5 awards from the CITY within the last 3 years.	**5%**
The applicant has received between 6-9 awards from the CITY within the last 3 years.	**3%**
The applicant has received 10 or more awards from the CITY within the last 3 years.	**0%**

GRANTEE RECEIPT OF CITY GRANTS

Identify all CITY grants received by Grantee (or Fiscal Sponsor) in the last three (3) years. Information will be verified by the CITY.

1. Grant Activity Name & Contract #: _____
   Grant Period: _____ Grant Amount: _____
   Grant Purpose: _____
   Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
   Administrating Division: _____

2. Grant Activity Name & Contract #: _____
   Grant Period: _____ Grant Amount: _____
   Grant Purpose: _____
   Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
   Administrating Division: _____

3. Grant Activity Name & Contract #: _____
   Grant Period: _____ Grant Amount: _____
   Grant Purpose: _____
   Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
   Administrating Division: _____

4. Grant Activity Name & Contract #: _____
   Grant Period: _____ Grant Amount: _____
   Grant Purpose: _____

E. Age Friendly Honolulu (Complete only if applying for the bonus points)
Consideration is to be given to applicants that incorporate the vision and goals of the Age-Friendly Honolulu Program (as codified in ROH Chapter 2, Article 22), including but not limited to (1) enabling residents of all ages to actively participate in activities that keep them socially engaged, healthy, and active; and (2) removing barriers to inclusion for and providing support services to vulnerable residents and/or have physical limitations.

If awarded bonus points for being an Age-Friendly Honolulu project, the Grantee will be subject to additional reporting requirements, including but not limited to name, age, and physical location of seniors being served by the project.

To be eligible for the bonus points as an Age-Friendly Honolulu project an organization must demonstrate the proposal aligns with Age-Friendly Honolulu's priorities by completing the following TWO steps:

1) Go the following website https://www.hiphi.org/age-friendly-honolulu/ to access an Age-Friendly Honolulu training video. The video should be watched by at least one (1) person from the non-profit organization in a leadership position (Executive Director, Administrator, or equivalent). This video will define an "age-friendly city" and explain what types of projects align with the Age-Friendly Honolulu Vision.

2) Complete the section below by selecting which Age-Friendly Honolulu category best fits the activities of your organization and providing a brief description of how your proposal is an Age-Friendly Honolulu project.

☐ Enabling Residents of all ages to actively participate in activities that keep them socially engaged, healthy, and active, particularly at the oldest ages

☒ Providing Kupuna with meaningful roles in the community, including mentors, volunteers, or through intergenerational programming

☐ Removing barriers to support community inclusion and accessibility for persons of all abilities.

3) How is your proposal an Age-Friendly Honolulu Project and explain how your organization can meet the additional reporting requirements if awarded? *(2,000 character count limit)*

Cyber 'Ike is committed to providing preventative cybersecurity training for the most vulnerable segment for cybersecurity attacks – our kūpuna. Last year, **kūpuna over 60 years represented a whopping 70% of the cyber victims across our state,** whose money was stolen during cyber-crimes including phishing scams, non-payment/non-delivery scams, personal data breach, investment fraud, and romance schemes.

Training kūpuna to combat cybersecurity hacks requires a multi-faceted approach, focusing on building awareness, improving digital literacy, and empowering them with the tools and skills to stay safe online.

Cyber 'Ike implements a minimum of 12 *CyberShield* program presentations annually to teach kūpuna the following: basic cybersecurity awareness, safe password management, social media and online scams, email and communication safety, understanding privacy settings, and using technology safely. By focusing on these key areas, kūpuna can become more confident in using technology and less vulnerable to cyberattacks.

The unique role that this program plays is in the use of the *Cybersecurity Workforce Training* students (primarily 18-24 years old) to conduct this intergenerational programming with the kūpuna as fulfillment of their community service requirement for the program. The one-hour presentations take place at senior care facilities, community centers, retirement communities, and health & wellness centers.

The key result of this program is that the kūpuna then almost always become active teachers/mentors within their peer groups and families -- sharing the extremely valuable information that they now feel empowered to help others avoid loss. Knowledge of how to avoid cybercrimes is effectively spread through peer learning and mentorship through the informal kūpuna networks.

To meet the separate reporting requirements, tracking of the number of kūpuna reached through 12+ *CyberShield* presentations annually will be implemented and reported back to the Kūpuna Collective.

APPENDIX A: TIER II GRANT PROPOSAL (Grants $25,000 to $150,000)
SOLICITATION NO. RGP-DCS-GIA2026

Instructions: The proposal below must be completed in full. Responses must be provided in the fillable boxes provided. Where annotated, the fillable boxes have predetermined maximum limits on character counts. Letters, numbers, punctuation marks, and spaces are included in the character count limits.

SECTION I
SUMMARY

A. Grantee Legal Name:	Domestic Violence Action Center
B. Is Grantee a Fiscal Sponsor?	☐ Yes ☒ No
C. Grant Activity Name:	Advocacy Services for Survivors of Domestic Violence

D. Briefly describe the Grantee's background, history (including year established), and mission. *(400 character count limit)*

Founded in 1988 as a helpline, Domestic Violence Action Center (DVAC) incorporated as a 501(c)(3) nonprofit in 1996 to address domestic violence (DV) and other forms of harm through leadership, unique services, legal representation, housing, survivor and system advocacy, community education and social change work. We create safety and self-sufficiency for survivors and their children.

E. Briefly describe the Grant Activity and public need being filled. *(400 character count limit)*

A 2024 report by the Hawai'i Dept of the Attorney General estimates that 30% of murders in Hawaii were perpetrated by a victim's spouse or family member, and a recent CDC report confirms 1/3 of HI residents have experienced intimate partner violence. DVAC will provide critical advocacy services to survivors of DV, including crisis support, safety planning, risk assessments and court accompaniment.

F. Briefly summarize Grant Activity outcomes and measures of success, including number and description of those served. *(400 character count limit)*

The Alaka'i Advocate will provide long-term case management, crisis support and advocacy services to 35 survivors of DV, 30 risk assessments, 30 safety plans and 30 referrals to community resources. Through DVAC's HELPLINE, the Advocate will provide information and assessments to 70 survivors, 52 risk assessments, 52 safety plans and 70 referrals to resources and community services.

G. Council District
Check all districts that will benefit from the Grant Activity. Provide the amount requested per district. Amounts must be in whole numbers only.

☒ District 1 $16667	☒ District 2 $16666	☒ District 3 $16667
☒ District 4 $16,667	☒ District 5 $16666	☒ District 6 $16667
☒ District 7 $16667	☒ District 8 $16666	☒ District 9 $16667
Total Amount Requested (must be $25,000 to $150,000)	$150,000	

H. Type of Grant Activity (pick ONE category that best reflects the Grant Activity):		
1. Public Services: Projects in this category will support qualified public services and programs for the target populations deemed by the CITY to be most vulnerable.		
☐ A. Public Service – Seniors	☐ B. Public Service - Children	☐ C. Public Service - Disabilities
☐ D. Public Service – Homeless	☒ E. Public Service – Domestic Violence	☐ F. Public Service – Substance Abuse
☐ G. Public Service – Mental Health	☐ H. Public Service – Other (describe):	
2. Arts, Culture, Community/Economic Development, and the Environment: Projects in this category will support the sustainable improvement in the well-being and quality of life of local communities, especially low- to moderate income areas.		
☐ A. Arts	☐ B. Culture	☐ C. Community Development
☐ D. Economic Development	☐ E. Environment	

GRANTEE'S CERTIFICATION AND SIGNATURE

The undersigned, subject to personal liability and penalty under applicable law, certifies that he or she: (i) is authorized to sign this Grant Proposal; (ii) personally prepared or reviewed the matters found in this Grant Proposal (including any related documents/attachments); (iii) asserts all statements made in this Grant Proposal (including all attachments) are true, accurate and complete; (iv) has the requisite skills and knowledge to assert the foregoing certification; and (v) has complied and shall continue to comply with all applicable requirements of Chapter 6, Article 29 of the Revised Ordinances of Honolulu 2021, as amended (Link), regarding private organizations receiving grants of public funds from the City and County of Honolulu.

Monique R Ibarra — 11/18/2024

Signature of Grantee (Fiscal Sponsor) Officer — Date

Printed Name and Title:
Monique R. Ibarra, Chief Executive Officer

CERTIFICATE OF THE BOARD OF DIRECTORS NO OBLIGATIONS IN ARREARS

The undersigned of the Board ("Grantee") hereby certifies that the Grantee or any principal of the Grantee or sponsored organization (where the Grantee is a Fiscal Sponsor) is not in arrears on any financial or other obligation owed to the City & County of Honolulu, a municipal corporation of the State of Hawaii.

(Signature)

Vera J. Wright
(Print name)

CERTIFICATE OF THE BOARD OF DIRECTORS AUTHORIZATION TO ASSIGN AUTHORITY

The undersigned of the Board ("Grantee") hereby certifies that MONIQUE R. IBARRA (name), Chief Executive Officer (title), has been authorized by the Board of Directors to sign proposals, contracts, and related documents on behalf of the Grantee. Accordingly, I hereby assign the authority by the Board to execute proposals, contracts, and contract amendments on behalf of the Grantee, and further certify that the assigned is given the power and authority to do all things necessary to implement, maintain, amend, or renew such contracts, including but not limited to the delegation of signing authority to another employee of the Grantee.

(Signature)

Vera J. Wright
(Print name)

STATE OF HAWAII)
CITY AND COUNTY OF HONOLULU)

On this 18th day of November, 2024, before me appeared Vera J. Wright, personally known to me, who, being by me duly sworn, did say that he/she is the President of DVAC Board of Directors and that the corporation has no corporate seal, and that said instrument was signed in behalf of said corporation by authority of its Board of Directors, and said she acknowledged said instrument to be the free act and deed of said corporation.

KAREN NOMURA NOTARY PUBLIC No. 05-261 STATE OF HAWAII

Karen Nomura
Notary Public, State of Hawaii

My Commission expires: 05/01/2025

Doc. Date: undated # Pages 3
Name: Karen Nomura ___ Circuit
Doc. Description: Appendix A: Tier II Grant Proposal (Grants $25,000 - $150,000) Solicitation No. RFP-DCS-GA 2026

Karen Nomura 11/18/2024
Signature Date

NOTARY CERTIFICATION

KAREN NOMURA NOTARY PUBLIC No. 05-261 STATE OF HAWAII

SECTION II
GRANT ACTIVITY INFORMATION

A. Describe how the community need, stated problem/issue, and target population are effectively validated. The description must include how the public services' target population is vulnerable or how the arts, culture, community/economic development, or environmental activities will especially support low- to moderate-income areas.

1. Provide substantive data and other qualifying information to demonstrate how the problem/issue impacts the target population and is a community priority that needs to be addressed. *(5,000 character count limit)*

From data collected in 2024 by the National Network to End Domestic Violence [NNEDV], we know that on a single day in Hawai'i, over 500 adults and children seek support to escape domestic violence. 35% of women in Hawai'i have experienced physical violence, sexual violence, and/or stalking perpetrated by an intimate partner, and 43.5% have experienced psychological aggression by an intimate partner (National Coalition Against Domestic Violence [NCADV], 2020).

Further, a 2024 report by Hawai'i's Department of the Attorney General reveals that over 30% of murders in Hawai'i where the relationship to the victim was known were perpetrated by an immediate family member or spouse. Family violence is a life-threatening public health issue that destroys families, contributes to homelessness and substance abuse, and creates a cost burden on law enforcement, courts, and social service agencies and nonprofit organizations in the state.

While the range of clients that DVAC serves is from populations throughout the Pacific, a disproportionately dominant segment is Native Hawaiian survivors and their children. DVAC's internal advocacy statistics show that from July 2023 through June 2024, 25% of long-term client cases were Native Hawaiian, 0.8% Alaska Native or Native American, 35% AAPI, 13% Filipino, 7% Japanese, 7% COFA & P.I., 4% Korean 4% Other Asians (Chinese, Vietnamese, Thai, Okinawan, Mongolian), 19% Caucasians, 6% African-Americans, 4% Hispanic, and 1% Mixed.

Survivors of family violence on O'ahu contend with a myriad of barriers that block their access to safety and healing. Our internal data show a wide range of needs experienced by survivors and their children, including financial assistance (67%), housing (57%), childcare (51%), legal assistance (43%), employment (39%), and medical care (19%). DVAC advocates also assisted in the 11% of cases that involved law enforcement and the 21% that involved criminal cases.

According to the World Health Organization, social and economic costs that women suffer as a result of domestic violence include isolation, inability to work, loss of wages, lack of participation in regular activities and limited ability to care for themselves and their children (WHO, 2024.) Survivors face incredible challenges building economic security because trauma related to DV undermines a survivor's ability to complete school or vocational training, engage in constructive childcare and early learning opportunities, maintain employment, and earn family-sustaining wages. According to a 2024 article in the Journal of Family Violence, the estimated total cost to survivors of DV and their children in the U.S. due to increased healthcare costs, legal costs, and lost productivity is approximately $55 billion annually.

In part due to Hawaii's high cost of living, survivors often stay in dangerous households or return to abusive partners for lack of housing or lack of financial resources to care for themselves and their children. Hawai'i's 2024 Point-in-Time Count of individuals experiencing

homelessness found that 12% reported surviving domestic violence, a percentage that's been steadily increasing since 2018 (Partners in Care, 2024).

Over 15 million children are affected by DV in the United States every year (DVChildWelfare.org, 2018). Children exposed to DV experience "emotional, mental, and social damage that can affect their developmental growth" (Child Welfare Information Gateway, 2016). Research also shows that young children exposed to DV are at increased risk of being abused and/or neglected (Child Welfare Information Gateway, 2016). Children and youth of all ages may experience fear and anxiety about violence (Office on Women's Health, 2019).

For decades, studies have shown how early childhood adversity, such as witnessing violence between parents, can lead to impacts such as depression, Post-Traumatic Stress Disorder, unsafe sex practices, alcohol and drug abuse, chronic disease, poor maternal health, and other physical and mental health issues (Centers for Disease Control, 2020). Children who live with DV in their homes are at higher risk for a slew of physical and mental health issues, both short-term and well into adulthood, and are more likely to be abused or abusers themselves. Boys who witness IPV against their mother are ten times more likely to abuse their female partner, while girls who witness IPV between their parents are more than six times more likely to be sexually abused themselves (Office on Women's Health, 2019).

The toll of this violence on our communities is staggering. Its impact goes beyond personal trauma. The economic cost of DV is a burden on our public resources, including law enforcement, court systems, first responders, health care, social services, and mental health services. DV also puts a burden on the education and juvenile justice systems as children exposed to violence react with adverse or risky behavior.

B. Describe the proposed plan

1. Provide a description of the Grant Activity. This description will be used as the scope of services in the contract. Describe why you chose this Grant Activity and how it will effectively address the community's problem / need. *(3,000 character count limit)*

Domestic Violence Action Center (DVAC) will provide advocacy and support to survivors of domestic violence through the employment of an Alaka'i Advocate, who will help survivors navigate the numerous and complex challenges they face as they pursue safety and freedom from violence. Alaka'i Advocates play a key role in educating survivors, providing support, and increasing options for safety for individuals attempting to escape family violence on O'ahu.

HELPLINE is a primary access point to DVAC's core legal and advocacy services, including Alaka'i Advocacy. HELPLINE allows DVAC to provide immediate support and resources to survivors during times of crisis, compounded by traumas related to terror, uncertainty, and a lack of familiarity with system responses or expectations. All petitioners are assessed for the presence of instrumental violence (the deliberate use of violence to maintain power) in their intimate relationship. Survivors are assigned to an Advocate if they meet selection criteria.

Advocates provide long-term support as survivors move toward escape, safety, and long-term stability for themselves and their children, free from violence and abuse. Alaka'i Advocates act as a stable and knowledgeable presence for survivors who have ongoing questions, fears, and needs relating to the violence they experienced.

The goal of this grant activity is to secure the safety of individuals on O'ahu who are suffering the harm, risk, and uncertainty of family violence.

Objectives of this grant activity are as follows:

(1) Provide long-term advocacy services, including crisis support, risk assessments, safety planning, agency referrals, accompaniment to court hearings and other appointments, encouragement of self-advocacy, access to financial assistance for housing and other expenses, and community referrals to survivors of domestic violence; and

(2) Provide HELPLINE assistance, including crisis support, risk assessments, sharing information about family violence, creating safety plans with survivors, educating survivors about legal options, and making referrals to DVAC and other community resources.

agency referrals, and community referrals to survivors of domestic violence.

The Alaka'i Advocate plays a key role in educating survivors, providing support, and increasing their options for safety. Survivors of family violence who are able to access long-term advocacy services have a better understanding abuse and move toward safety and healing.

As the leading provider of domestic violence services in Honolulu for over 30 years, DVAC's unique programs and services have been developed from widely recognized evidence-based and trauma-informed practices, informed by our extensive experience serving survivors and their families in the local community.

2. Provide measurable outcomes, describe how outcomes are aligned with the purposes and priorities of the Grants in Aid Fund, and describe how outcomes directly benefit the target population. *(3,000 character count limit)*

Public Services should begin with a statement of the number of individuals that the Grant Activity will directly benefit during the Grant Term.

Arts, Culture, Community/Economic Development or Environment should begin with a statement as to how the Grant Activity supports the sustainable improvement in the well-being and quality of life of local communities, especially low to moderate income areas.

The Alaka'i Advocate will directly benefit a minimum of 105 individuals through long-term advocacy services for a minimum of 35 survivors of domestic violence and telephone or text-based chat support to 70 HELPLINE callers.

To support survivors during their journey toward a life free of abuse, the Alaka'i Advocate will provide long-term support to 35 individuals, including ongoing safety planning and risk assessments, crisis support, accompaniment to court hearings and other appointments, encouraging self-advocacy, and access to financial assistance for housing and other expenses.

Output measures for Alaka'i Advocacy include the following:

- 35 survivors of family violence will receive long-term advocacy
- 30 safety plans will be developed for survivors
- 30 risk assessments will be completed for survivors
- 35 referrals to community agencies will be provided to survivors

Outcome measures for Alaka'i Advocacy include the following:

- 80% of caseload clients will report that DVAC increased their safety
- 80% of caseload clients will report that they were taken seriously by their Advocate

The Alaka'i Advocate will also provide support to 70 survivors through DVAC's HELPLINE, sharing information about IPV, creating safety plans with survivors, educating survivors about legal options, and making referrals to DVAC and other community resources.

Output measures for HELPLINE include the following:

- 70 HELPLINE contacts will receive support through calls, texts, and website chats
- 52 safety plans will be developed for survivors who contact HELPLINE
- 52 risk assessments will be completed for survivors who contact HELPLINE
- 70 referrals will be made to community services for HELPLINE contacts

Outcome measures for HELPLINE include the following:

- 80% of DVAC clients who utilize HELPLINE will report that contacting the HELPLINE increased their safety
- 80% of DVAC clients who utilize HELPLINE will report that they were taken seriously by the Attorney or Advocate

Outputs and outcomes will directly benefit survivors of family violence through direct legal services, legal consultations, advocacy, and education about family violence dynamics.

3. Provide an action plan to achieve the stated measurable outcomes. If the Grant Activity involves a partnership, provide a description of each partner's role. Must include measurable milestones, specific events, or other performance measures appropriate to achieving the outcomes. *(3,000 character count limit)*

There are several points of entry for survivors to access DVAC's advocacy services, including through calls to DVAC's HELPLINE, contacts made at the EXPO Court Outreach programs, and from referrals made by community partners. Community agencies that refer survivors to DVAC include the Legal Aid Society of Hawaii, Parents and Children Together, Child and Family Service, the Honolulu Police Department, the Department of the Prosecuting Attorney, and the Department of Human Services.

On first contact, DVAC staff uses the agency's risk assessment tool to establish that the individual has been a victim of DV. If a survivor would like to receive DVAC's program services, a face-to face assessment is conducted. If a client meets case selection criteria, the Advocacy Program Manager assigns the survivor to an Alaka'i Advocate. Advocates carry a maximum caseload of 35 clients at any given time, providing services for up to 12 months. The length of time that each client receives advocacy services varies depending on the unique, self-identified needs of the survivor.

Advocacy services include:

- Comprehensive, trauma-informed risk assessments
- Safety planning
- Crisis support
- DV education to help clients understand the effects of abuse.
- Information on legal rights and resources that may be available.
- Assistance to secure housing, financial support, healthcare, and childcare.
- Accompaniment and advocacy with law enforcement, Immigration and Customs Enforcement, employers, Hawaii Public Housing Authority, and other public agencies.

- Court accompaniment for survivors seeking protection orders and/or serving as witnesses in criminal abuse cases.
- Referrals to community partners for relevant services.
- Guidance for completion of applications for financial assistance for the survivor and their children, for rent, utilities, transportation, housing relocation, tuition assistance, cell phone service, and school needs.
- For survivors in need of legal representation, the Advocate refers clients to a DVAC Staff Attorney or a contract attorney.

Whan a client has limited English proficiency, a criminal record, or psychological symptoms that diminish their ability to participate in the court process effectively, their case is prioritized.

HELPLINE is accessible through phone calls, text messages, and website chats. HELPLINE (including text and chat) is open 8:00-5:00 p.m. every business day. Through HELPLINE, the Advocate shares information about family violence, helps survivors create safety plans, and makes referrals to appropriate services. They provide procedural information about TROs, child support, or utilizing the court system to pursue safety. They record information from every call, text, or chat into the agency's database and complete a contact sheet, which a program manager reviews for quality assurance.

Measurable outputs, substantiated by agency documents, include risk assessments, safety plans, referrals, and client surveys.

4. Provide a budget narrative that explains how the budget in Section III will achieve the desired outcomes. (*3,000 character count limit)*

DVAC requests $150,000 to support Alaka'i Advocacy. The budget includes salary, fringe benefits, office utilities, supplies and equipment, a portion of operational expenses, and other costs to support program work.

Proposed expenses are as follows:

Alaka'i Advocate (1.0 FTE) will provide clients with long-term support, safety planning, risk assessments, referrals, accompaniments, and advocacy. The Alaka'i Advocate will also provide trauma-informed, telephone and text support, referrals, education about family violence, legal information, and safety planning to HELPLINE callers.

Advocacy Program Manager (0.15 FTE) will serve as the management lead of the project, ensuring appropriate delivery of responsive, trauma-informed, advocacy services, quality Helpline communications, and outreach.

Finance Manager (0.07 FTE) will maintain the general ledger and financial records, ensure the agency's compliance with Generally Accepted Accounting Principles (GAAP), develop agency budgets, and prepare fiscal reports for timely financial reporting.

Human Resources Manager (0.07 FTE) will be responsible for employee benefits, maintenance of personnel files and time records, and work with supervisors and senior management on policies and performance issues.

Accounting Clerk (0.07 FTE) will ensure proper coding of invoices to honor fund source allocations, issue checks, maintain accounts payable and advocacy case files, and provide administrative support to program staff.

Operations Manager (0.07 FTE) will conduct resource management and strategic planning tasks to ensure DVAC's operations are operating efficiently.

Other costs include a portion of overall agency administrative expenses, including electricity and water, office maintenance and security, consumable office supplies, equipment rental, mileage and parking, postage, staff training, telecommunications costs, payroll services, and file storage.

5. Provide a timeline that is complete, realistic and appropriate to achieve the desired outcomes. This timeline should also be reflected in Section IV. *(3,000 character count limit)*

The estimated start date of this grant activity is January 1, 2026, upon receipt of the Notice to Proceed. The agency will accomplish the following project activities over the full duration of the twelve-month contract period:

Alaka'i Advocacy

The Alaka'i Advocate will increase the safety and stability of adult survivors of family violence through long-term advocacy for no less than 35 clients (averaging three per month).

The Alaka'i Advocate will develop no less than 30 safety plans for Alaka'i clients, estimating two to three safety plans per month.

The Alaka'i Advocate will conduct no less than 30 risk assessments for Alaka'i clients, estimating two to three risk assessments per month.

The Alaka'i Advocate will make no less than 30 referrals to community services for Alaka'i clients, estimating two to three referrals per month.

HELPLINE

The Alaka'i Advocate will provide 70 HELPLINE callers annually (averaging seven contacts per month) with trauma-informed, telephone HELPLINE support, referrals, education about family violence, legal information, and safety planning.

The Alaka'i Advocate will develop no less than 52 safety plans for HELPLINE contacts, estimating five safety plans per month.

The Alaka'i Advocate will conduct no less than 52 risk assessments for HELPLINE contacts, estimating five risk assessments per month.

The Alaka'i Advocate will make no less than 70 referrals to community services for HELPLINE contacts, estimating seven referrals per month.

C. Provide evidence of the agency's ability to perform the proposed grant activity through past performance, current capacity and/or plan to acquire the capacity to perform.

1. Provide data that demonstrates proven success in offering the same, similar, or related activities to achieve the proposed outcomes. *(3,000 character count limit)*

Since 1988, DVAC has helped survivors and their families find safety and rebuild their lives without violence. DVAC's diverse, multilingual, and multicultural staff mirrors the communities it serves. The DVAC team is extensively trained to assist survivors as they overcome barriers presented by economics, system weaknesses, lack of training, professional bias, limited resources, and the unrelenting pursuit by perpetrators.

DVAC's HELPLINE began over thirty years ago as two volunteers fielding phone calls during their lunch hour, from survivors who had nowhere else to turn. HELPLINE has grown to be a source of education and support for survivors, their loved ones, professionals in various fields, and other concerned community members.

DVAC is the only organization in the state with a staff of attorneys and paralegals specifically trained to accept complex divorce, custody, paternity, post-decree, and restraining order cases and has been providing legal assistance and advocacy services to victims of intimate partner violence since even before it was a registered 501(c)(3) nonprofit. Agency attorneys have represented victims in family law cases for over 30 years.

In FY 2024, Domestic Violence Action Center served an estimated 11,481 individuals through HELPLINE, court outreach, direct legal and advocacy services, youth services, and its supportive housing program.

Internal agency statistics collected from 2000 to 2024 demonstrate that the Domestic Violence Action Center staff:

- Connected with 341,316 callers
- Closed 6,195 legal cases
- Closed 9,538 advocacy cases
- Made 11,225 court appearances
- Conducted 103,289 risk assessments
- Completed 113,746 safety plans
- Accompanied clients to agencies, appointments, or court 98,484 times
- Spent 45,079 hours on document preparation and court proceedings

Year after year, DVAC clients give high marks to their attorneys, Alaka'i advocates, and paralegals for taking them seriously, sharing helpful information, and helping them increase their safety.

2. Describe the applicant's capacity to successfully achieve the proposed outcomes.
OR
Provide a plan to acquire the capacity to successfully achieve the proposed outcomes (including how the applicant has acquired similar capacity in the past).

Responses should include organizational knowledge, staffing, fiscal resources, facilities and other resources, stakeholders and relationships, and other relevant resources. *(3,000 character count limit)*

For over three decades, DVAC has provided unique and unduplicated services to assist survivors as they navigate multiple systems on the journey to safety and healing.

DVAC's executive management team has extensive experience in managing domestic violence programs. Leadership is frequently invited to participate in initiatives and trainings

related to post-traumatic stress disorder, the needs of multi-ethnic communities, family practice issues, and challenges facing family violence programs and survivors.

DVAC is anchored in the community and has collaborated with many community organizations, including other DV agencies, legal service providers, law enforcement, government agencies, and other social service providers. DVAC is well-known among local community-based organizations for its services to survivors and has leveraged that recognition to build its capacity.

DVAC staff have participated in various working committees coordinated by government agencies such as the Department of the Attorney General, Honolulu City Council's Domestic Violence Task Force, Department of Education, and O'ahu First Judicial Circuit. DVAC has collaborated with local agencies such as Hawai'i State Bar Association, Hawai'i State Coalition Against Domestic Violence, Parents and Children Together, Legal Aid Society of Hawai'i, and Hawai'i Alliance of Nonprofit Organizations. Staff members also complete quarterly training to keep up-to-date on current best practices in serving survivors of family violence.

DVAC's diversified fiscal resources include government contracts, foundation grant awards, donations from individuals, revenue from special events, and client fees. Client fees are collected only for legal representation services. DVAC has adopted a sliding fee scale for legal representation services and offers a fee waiver system or payment plan for determining a client's capacity to pay for services. No client is ever turned away for their inability to pay.

DVAC's headquarters, located in downtown Honolulu, are in walking distance of several bus routes, Circuit and District Court, the State Capitol, and government and other agencies. DVAC's specific location is confidential for the safety of clients and staff. DVAC owns its office space, allowing money that would be allocated to rent to go toward programs and direct services. Security measures include key fob entry to the office, screening of visitors via an intercom, and security cameras in the hall that allow Reception to view all visitors before entry.

DVAC also maintains an office at the Ronald T. Y. Moon Judiciary Complex in Kapolei for the EXPO Court Outreach Program. DVAC has staff at three housing properties (Hale Maluhia, Hale Wahine, and United Church of Christ Transition House) to assist program participants on site. Direct services support survivors across O'ahu, while HELPLINE, community outreach, public awareness campaigns, education, technical assistance, and training are available statewide.

D. Describe the applicant's sustainability and/or additional long-term benefit to the community

1. Provide a plan for sustaining and / or expanding activities beyond the applicable grant period. *(2,000 character count limit)*

DVAC has served the unique and complex needs of survivors of domestic violence and their children for over three decades on O'ahu. Leadership within the organization understands that innovative funding strategies are crucial to sustaining a vital, viable, and visible organization, especially in these perilous times. DVAC works continuously to boost community support and diversify its revenue streams while remaining steadfast to its mission and maintaining quality unduplicated programs and services.

DVAC's legal and advocacy programs are core services of the agency. The pandemic and its economic aftermath, as well as nationwide inflation and supply chain issues, have highlighted the great need for increased support services. Offering survivors support through legal representation, advocacy services, and HELPLINE, are the agency's highest priorities.

DVAC's funding is derived from foundation grant awards, government grant contracts, special events, client fees, and donor gifts. DVAC's special events traditionally include annual fundraisers such as Chipping Away at Domestic Violence Golf Tournament, Let Love Bloom (Valentine's Day), Be a Torch for Change Gala, and Poinsettias for Peace. The Board of Directors and management staff recognize the importance of visibility as it impacts fund development. Regular social media presence, e-blast dissemination, and year-end solicitations are incorporated into the strategic commitment to organizational and issue visibility.

DVAC's current funding strategy includes soliciting funding from various sources, including foundations, government contracts, virtual events, online auctions, private donations, in-kind support, and in-person events, as the community moves into a post-pandemic world. DVAC's thirtieth-anniversary campaign in 2021 served dual roles of fundraising and raising awareness about the issue of domestic violence in Oahu.

2. Describe the applicant's capacity and resources to carry out the above plan (staffing, funding, etc.) beyond the grant period. *(2,000 character count limit)*

DVAC prides itself on recruiting staff, volunteers, and Board members who share a belief in addressing intimate partner violence in the community and advocating for survivors. The DVAC team, including its attorneys, advocates, paralegals, administrative staff, leadership, and Board of Directors, is committed to addressing family violence through outreach, legal services, advocacy, and social change work. DVAC's leadership team has decades of experience in managing domestic violence programs and advocating for survivors. Agency staff complete mandatory quarterly training and are encouraged to cultivate professional development and networking opportunities. The Board of Directors represents various sectors in the community, including media, healthcare, business, education, and government, and contributes fiscal guidance, legal consultation, and overall direction for DVAC.

DVAC leadership and staff have extensive experience in submitting funding requests to private and public sources and in responsible management of awarded funds. DVAC's Communications and Development Committee, made up of members of the Board of Directors, oversees the agency's overall blueprint for development and organizational visibility and pursues new efforts to increase funding.

E. No CITY funds or assistance.
The highest consideration will be given to applicants that do not receive other funding or any form of assistance from the CITY. While applicants that receive other funding or assistance from the CITY may apply for Grants in Aid funding, the extent of funding or assistance already received in relation to services provided must be considered prior to awarding Grants in Aid funds.

A percentage of the sub-total criteria points will be awarded to Grantees based on the criteria below and the information about past funding / assistance from the CITY that follows.

The applicant has received no award from the CITY within the last 3 years.	**10%**
The applicant has received 1-2 awards from the CITY within the last 3 years.	**7%**
The applicant has received 3-5 awards from the CITY within the last 3 years.	**5%**
The applicant has received between 6-9 awards from the CITY within the last 3 years.	**3%**
The applicant has received 10 or more awards from the CITY within the last 3 years.	**0%**

GRANTEE RECEIPT OF CITY GRANTS

Identify all CITY grants received by Grantee (or Fiscal Sponsor) in the last three (3) years. Information will be verified by the CITY.

1. Grant Activity Name & Contract #: Legal & Advocacy Services CT-DCS-2500017
   Grant Period: 01/01/25-12/31/25 Grant Amount: $150,000
   Grant Purpose: Legal and Advocacy Services for Survivors of IPV
   Grant Activity Status: ☒ Underway ☐ Completed ☐ Canceled
   Administrating Division: DCS

2. Grant Activity Name & Contract #: Legal & Advocacy Services CT-DCS-2400015
   Grant Period: 01/01/24-12/31/24 Grant Amount: $200,000
   Grant Purpose: Legal and Advocacy Services for Survivors of IPV
   Grant Activity Status: ☒ Underway ☐ Completed ☐ Canceled
   Administrating Division: DCS

3. Grant Activity Name & Contract #: Hale Maluhia CT-DCS-2300138
   Grant Period: 03/13/23-03/12/25 Grant Amount: $183,540
   Grant Purpose: Housing First Increment IV Project
   Grant Activity Status: ☒ Underway ☐ Completed ☐ Canceled
   Administrating Division: DCS

4. Grant Activity Name & Contract #: DVAC Triad CT-DCS-2300010
   Grant Period: 01/01/23-12/31/23 Grant Amount: $200,000
   Grant Purpose: Legal and Advocacy Services for Survivors of IPV
   Grant Activity Status: ☐ Underway ☒ Completed ☐ Canceled

Administrating Division: DCS

5. Grant Activity Name & Contract #: COVID Crisis Response Services CT-2200017
   Grant Period: 01/01/22-12/31/22 Grant Amount: $200,000
   Grant Purpose: Personalized Services to DV Survivors
   Grant Activity Status: ☐ Underway ☒ Completed ☐ Canceled
   Administrating Division: DCS

6. Grant Activity Name & Contract #: Hale Maluhia DCS-2000218
   Grant Period: 5/31/20-3/12/22 Grant Amount: $386,400
   Grant Purpose: Housing First Incremement IV Project
   Grant Activity Status: ☐ Underway ☒ Completed ☐ Canceled
   Administrating Division: DCS

7. Grant Activity Name & Contract #: _____
   Grant Period: _____ Grant Amount: _____
   Grant Purpose: _____
   Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
   Administrating Division: _____

8. Grant Activity Name & Contract #: _____
   Grant Period: _____ Grant Amount: _____
   Grant Purpose: _____
   Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
   Administrating Division: _____

9. Grant Activity Name & Contract #: _____
   Grant Period: _____ Grant Amount: _____
   Grant Purpose: _____
   Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
   Administrating Division: _____

10. Grant Activity Name & Contract #: _____
    Grant Period: _____ Grant Amount: _____
    Grant Purpose: _____
    Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
    Administrating Division: _____

E. Age Friendly Honolulu (Complete only if applying for the bonus points)
Consideration is to be given to applicants that incorporate the vision and goals of the Age-Friendly Honolulu Program (as codified in ROH Chapter 2, Article 22), including but not limited to (1) enabling residents of all ages to actively participate in activities that keep them socially engaged, healthy, and active; and (2) removing barriers to inclusion for and providing support services to vulnerable residents and/or have physical limitations.

If awarded bonus points for being an Age-Friendly Honolulu project, the Grantee will be subject to additional reporting requirements, including but not limited to name, age, and physical location of seniors being served by the project.

To be eligible for the bonus points as an Age-Friendly Honolulu project an organization must demonstrate the proposal aligns with Age-Friendly Honolulu's priorities by completing the following TWO steps:

1) Go the following website https://www.hiphi.org/age-friendly-honolulu/ to access an Age-Friendly Honolulu training video. The video should be watched by at least one (1) person from the non-profit organization in a leadership position (Executive Director, Administrator, or equivalent). This video will define an "age-friendly city" and explain what types of projects align with the Age-Friendly Honolulu Vision.

2) Complete the section below by selecting which Age-Friendly Honolulu category best fits the activities of your organization and providing a brief description of how your proposal is an Age-Friendly Honolulu project.

☐ Enabling Residents of all ages to actively participate in activities that keep them socially engaged, healthy, and active, particularly at the oldest ages

☐ Providing Kupuna with meaningful roles in the community, including mentors, volunteers, or through intergenerational programming

☒ Removing barriers to support community inclusion and accessibility for persons of all abilities.

3) How is your proposal an Age-Friendly Honolulu Project and explain how your organization can meet the additional reporting requirements if awarded? *(2,000 character count limit)*

The proposed services align with the Age-Friendly Honolulu Vision by removing barriers to support elder survivors of family violence, so they can achieve safety, dignity and peace at home and in the community.

Family violence is commonly experienced by women over 65, with lifetime prevalence between 16.5% to 54.5% (Maturitas 2018). Survivors of domestic violence over 65 face unique barriers that prevent them from receiving timely and appropriate legal and advocacy services, including social isolation, disability and dependence on their abusive partner for transportation. For immigrant Kupuna, limited English proficiency is yet another barrier.

DVAC Advocates are trained to identify and respond to family violence for individuals of all ages. They have an acute understanding of how advanced age presents unique challenges. They arrange transportation, interpretation, and accompany survivors to court, health centers, relevant community agencies, etc.

Proposal 25

TheAPPENDIX A: TIER II GRANT PROPOSAL (SOLICITATION NO. RGP-DCS-GIA2026
Grants $25,000 to $150,000)

Instructions: The proposal below must be completed in full. Responses must be provided in the fillable boxes provided. Where annotated, the fillable boxes have predetermined maximum limits on character counts. Letters, numbers, punctuation marks, and spaces are included in the character count limits.

SECTION I
SUMMARY

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A. Grantee Legal Name:	Downtown Art Center
B. Is Grantee a Fiscal Sponsor?	☐ Yes ☐ xxx No
C. Grant Activity Name:	Chinatown Community Engagement through arts and culture activities
D. Briefly describe the Grantee's background, history (including year established), and mission. *(400 character count limit)*	
Established in 2021, Downtown Art Center (DAC) is the hub for the creative community in Chinatown using art and culture to diversity economic development, and to encourage creative tourism. The mission is to increase the quality of life for individuals, familes and communities by making creative arts experiences available to all ages and all art skill levels.	
E. Briefly describe the Grant Activity and public need being filled. *(400 character count limit)*	
Given the City's prior GIA for DAC, we now seek to continue and to increase public programming in FY26 to permit DAC to provide affordable art and culture activities and events for all income levels, skills, and interests in the Chinatown Arts District. The further expansion of DAC programs will attract local residents and tourists to participate in positive creative activities in Chinatown, bringing vibrance and a key element of community building.	
F. Briefly summarize Grant Activity outcomes and measures of success, including number and description of those served. *(400 character count limit)*	
DAC's program staff will coordinate and organize a minimum of 3 special events per month and a minimum of 1 offsite event per quarter in collaboration with nonprofits, artists groups, and businesses, for a total of 40 events minimum. DAC's staff will operate a consignment art gallery, and coordinate an artists' cooperative art gallery to generate income and establish sustainability.	

☐ District 1 $7,499.40	☐ District 2 $7,499.40	☐ District 3 $14,998.80
☐ District 4 $14,998.80	☐ District 5 $14,998.80	☐ District 6 $59,955.20
☐ District 7 $14,998.80	☐ District 8 $7,499.40	☐ District 9 $7,499.40
Total Amount Requested (must be $25,000 to $150,000)	$149,988	

G. Type of Grant Activity (pick ONE category that best reflects the Grant Activity):		
1. Public Services: Projects in this category will support qualified public services and programs for the target populations deemed by the CITY to be most vulnerable.		
☐ A. Public Service – Seniors	☐ B. Public Service – Children	☐ C. Public Service – Disabilities
☐ D. Public Service – Homeless	☐ E. Public Service – Domestic Violence	☐ F. Public Service – Substance Abuse
☐ G. Public Service – Mental Health	☐ H. Public Service – Other (describe):	
2. Arts, Culture, Community/Economic Development, and the Environment: Projects in this category will support the sustainable improvement in the well-being and quality of life of local communities, especially low- to moderate income areas.		
☐ xxx A. Arts	☐ B. Culture	☐ C. Community Development
☐ D. Economic Development	☐ E. Environment	

GRANTEE'S CERTIFICATION AND SIGNATURE

The undersigned, subject to personal liability and penalty under applicable law, certifies that he or she: (i) is authorized to sign this Grant Proposal; (ii) personally prepared or reviewed the matters found in this Grant Proposal (including any related documents/attachments); (iii) asserts all statements made in this Grant Proposal (including all attachments) are true, accurate and complete; (iv) has the requisite skills and knowledge to assert the foregoing certification; and (v) has complied and shall continue to comply with all applicable requirements of Chapter 6, Article 29 of the Revised Ordinances of Honolulu 2021, as amended (Link), regarding private organizations receiving grants of public funds from the City and County of Honolulu.

Sandra Pohl — 11-21-2024

Signature of Grantee (Fiscal Sponsor) Officer — Date

Printed Name and Title: Sandra Pohl, Executive Director

CERTIFICATE OF THE BOARD OF DIRECTORS NO OBLIGATIONS IN ARREARS

The undersigned of the Board ("Grantee") hereby certifies that the Grantee or any principal of the Grantee or sponsored organization (where the Grantee is a Fiscal Sponsor) is not in arrears on any financial or other obligation owed to the City & County of Honolulu, a municipal corporation of the State of Hawaii.

Susan Li
(Signature)

Susan Li
(Print name)

CERTIFICATE OF THE BOARD OF DIRECTORS AUTHORIZATION TO ASSIGN AUTHORITY

The undersigned of the Board ("Grantee") hereby certifies that Sandra Pohl (name), Executive Director (title), has been authorized by the Board of Directors to sign proposals, contracts, and related documents on behalf of the Grantee. Accordingly, I hereby assign the authority by the Board to execute proposals, contracts, and contract amendments on behalf of the Grantee, and further certify that the assigned is given the power and authority to do all things necessary to implement, maintain, amend, or renew such contracts, including but not limited to the delegation of signing authority to another employee of the Grantee.

Susan Li
(Signature)

Susan Li
(Print name)

STATE OF HAWAII)
CITY AND COUNTY OF HONOLULU)

On this 21st day of November, 2024, before me appeared Susan Li, personally known to me, who, being by me duly sworn, did say that he/she is the Secretary of Downtown Art Center and that the corporation has no corporate seal, and that said instrument was signed in behalf of said corporation by authority of its Board of Directors, and said SLI acknowledged said instrument to be the free act and deed of said corporation.

LYNN S. RUTH
NOTARY PUBLIC
Comm. No. 97-485
STATE OF HAWAII

Lynn S Ruth
Notary Public, State of Hawaii Lynn S. Ruth

My Commission expires: 10/24/2027

Doc. Date: 11/21/2024 # Pages 29
Name: Lynn S. Ruth 1 Circuit
Doc. Description: Tier II Grant proposal
Signature Lynn S Ruth Date 11/21/202

NOTARY CERTIFICATION

LYNN S. RUTH
NOTARY PUBLIC
Comm. No. 97-485
STATE OF HAWAII

SECTION II
GRANT ACTIVITY INFORMATION

A. Describe how the community need, stated problem/issue, and target population are effectively validated. The description must include how the public services' target population is vulnerable or how the arts, culture, community/economic development, or environmental activities will especially support low- to moderate-income areas.

1.Provide substantive data and other qualifying information to demonstrate how the problem/issue impacts the target population and is a community priority that needs to be addressed. *(5,000 character count limit)*

The ongoing physical and mental challenges from both covid 19 and the national loneliness pandemic has broken our social network as people were forced to isolate and limit social activities. Mental illness, depression and suicidal ideations are on the increase and are taking a toll on our feelings of safety in the world and our quality of life. The symptoms are not attributed or recognized as part of the results of the epidemics and so they are left untreated.

Participating in music and art can alleviate pain, help people manage stress, promote wellness, enhance memory, improve communication, aid physical rehabilitation and give people a way to express their feelings and engage in social activities with others.

Since the 1940's, art therapy and music therapy have helped clients tap into their inner thoughts, feelings and experiences through creative expression. Clients use free form art expressions to encourage talk about the images and to begin to look for meaning and insight. There is growing evidence that art therapy helps conditions that relate to mood, such as anxiety and depression, trauma, low self-esteem and similar disorders. Art therapy uses the creative process to help people develop self-awareness, explore emotions, address unresolved emotional conflicts, improve social skills and treating a variety of physical health difficulties.

"Health is a state of complete physical, mental and social well-being and not merely the absence of disease or infirmity." The World Health Organization (WHO) has always used the arts in its work on health promotion and communication. In 2019, WHO began testing arts interventions to advance specific health goals, including mental health and suicide prevention, maternal health, blindness prevention. Innovations incorporating the arts and health have been used to enhance physical and emotional support for resilience and wellbeing.

Art is healing because it forces individuals to forge a connection between mind and body. Unlike exercise, which works your body, or meditation, which clears your mind. Both active and passive art-making as well as music and performing arts events access both mind and body to promote healing.

Art can help individuals understand themselves better and help bring closure to grief. It has been proven that the creation of art actually increases the serotonin levels of the brain, which helps fight depression. Arts educate, entertain, inspire, and provoke thought. It brings everyone together, or it can help them to see things from a different perspective.

Art is a reflection of our culture and values and is an integral part of our history and culture. It has the power to change individuals, families, communities and the world for the better. Everyone benefits from participating in the arts from keiki to kupuna, all income levels and all skill levels, both residents and tourists

DAC is located in the downtown Chinatown district, where residents rank in the lowest income levels on Oahu. DAC is located in a City building funded by Federal Department of Housing and Urban Development for moderate to low income residents. The City owns more than 25% of the Chinatown properties, mostly low-income housing. There are many vacant storefronts in historic buildings. Homelessness and drug usage/dealing are rampant problems.

DAC uses the international urban development concepts that says organize series of positive activities will bring people to a blighted neighborhood. This will reduce homelessness and crime. The synergy will attract participants and visitors, which will then attract more new businesses and promote a thriving vibrant business climate. This then attracts positive human-interest stories for the news media to cover locally, nationally and internationally
.
Placemaking strategies: Lighter, quicker, cheaper. The concept provides flexibility to move quickly, with minimal renovations to build out the bricks and mortar spaces and develop programs as needed. The strategy provides the ability to develop programs that meet the needs of the community and If it doesn't work, make changes quickly.

B. Describe the proposed plan

1.Provide a description of the Grant Activity. This description will be used as the scope of services in the contract. Describe why you chose this Grant Activity and how it will effectively address the community's problem / need. *(3,000 character count limit)*

The DAC community engagement process will help broaden the recognition and appreciation for all the arts and promote healthy lifestyle choices. This project will provide affordable creative activities in the DAC's 5 unique spaces.

During the grant period, DAC program staff will coordinate and organize a minimum of three (3) special events per month and a minimum of one (1) community event in public spaces per quarter for a total of 40 events during the grant year. These activities will include collaboration with other stakeholders in the arts community. In addition, DAC will organize 2 art galleries (consignment and artists cooperative) to showcase local artists, The galleries will generate income from the sale of art to help sustain the program beyond the grant year.

The project will utilize two strategies:

1) Power of 10+ strategy
This concept says that places thrive when users have a range of reasons to be there. These include places to enjoy, art to touch, music to hear, places to eat, history to experience and people to meet

2) The "Lighter, Quicker, Cheaper" strategy
This concept encourages development of affordable, human scale and short-term projects. The DAC will collaborate with other arts organizations to use creativity, innovation and sweat equity of volunteers to get things done. This will build investment in the community and be more flexible than the more traditional process focusing on big projects requiring a greater time in planning and financial investment.

Throughout the grant period the Downtown Art Center Chinatown will collaborate with Chinatown arts and culture nonprofits, local businesses and the City. DAC activities will bring

local residents and tourists to the area to patronize the areas restaurants, bars, galleries and boutiques.

2. Provide measurable outcomes, describe how outcomes are aligned with the purposes and priorities of the Grants in Aid Fund, and describe how outcomes directly benefit the target population. *(3,000 character count limit)*

Public Services should begin with a statement of the number of individuals that the Grant Activity will directly benefit during the Grant Term.
Arts, Culture, Community/Economic Development or Environment should begin with a statement as to how the Grant Activity supports the sustainable improvement in the well-being and quality of life of local communities, especially low to moderate income areas.

The Arts bring people together, build community, and stimulate business. The arts have the power to make communities STRONGER and HEALTHIER. The Arts also help people manage stress, promote wellness, enhance memory and provide a way to engage in social activities with others. People of all ages, ethnicities, disability levels and socio-economic levels benefit from the arts.

Events

The project will provide at least 40 events all of which will take place in the Chinatown Arts District. Grant funds will provide opportunities for a wide variety of individuals and families to participate in or experience various types of art. Three events a month, a total of 36 over the length of the award, will include events focused on kupuna, individuals with special needs, school age children, and artists who enjoy a variety of medias. These events could be in the form of art, dance or music and all will feature the skills of local artists.

Four events, one per quarter, will be held off the Downtown Art Center campus and be in collaboration with other nonprofits, artist groups and businesses. These events will focus on families and have themes such as Chinese New Year, Holidays such as Thanksgiving or Christmas, July 4th, etc.

The Downtown Art Center provides a centralized home for the arts and culture community. The grant activities will appeal to people of all backgrounds and ages, from the very young to the elderly. DAC intends to improve the livability and quality of life to residents of Chinatown.

Galleries

In 2020, DAC started a mission driven consignment (50-50 commission) gallery to showcase local artists and provide a springboard for local artists with sales opportunities to refine their art and to encourage artists and nonprofits to open their own art galleries. This consignment gallery is managed and staffed by part-time DAC staff and volunteers. The goal of this grant is to increase awareness of the gallery thus increasing sales income and sustainability.

In FY 2025, DAC will open a second gallery anticipated to be an artist cooperative staffed by the participating artists. The artists will pay a portion of the room rental and the DAC will receive a percentage of the sale of their artwork. This artists' cooperative will increase awareness of the Downtown Art Center, create income and move towards sustainability.

3. Provide an action plan to achieve the stated measurable outcomes. If the Grant Activity involves a partnership, provide a description of each partner's role. Must include measurable milestones, specific events, or other performance measures appropriate to achieving the outcomes. *(3,000 character count limit)*

DAC will organize 36 events and 4 events in public spaces for a total of 40 events during the grant year,

Part one of the DAC's action plan is to establish series of special events/activities featuring local artists, musicians, poets, storytellers, etc. DAC will work with a broad spectrum of the arts community including it's 10 collaborating nonprofits which include Hawaii Potters Guild, Hawaii Watercolor Society, Pastel Association of Hawaii, Hawaii Craftsmen, Hawaii Handweavers Hui, Creative Arts Experience, Hawaii Glass Fusion Collective, Pacific New Media, Hawaii Arts Alliance, and Honolulu Printmakers. This grant proposal will fund the staff to plan, organize, implement and evaluate 3 special events per month. These events will use local talent recommended by individuals and nonprofit communities and take place at the Downtown Art Center. At least six events will focus on and/or feature a special needs community such as a special school group, seniors, developmentally disabled, hearing impaired, visually challenged, etc.

Four additional events will be offered in the Chinatown area but off the DAC campus. These events will involve the DAC's 10 collaborating nonprofits as well as local businesses and others in the Chinatown Arts District.

The arts and culture special events funded by this grant will give a home to local music and offer other cultural experiences. Many of these performing artists and musicians have a following of friends and families but do not have a place to perform. These experiences at the DAC will provide them a place to share their gifts with a broader community.

DAC will operate a consignment gallery and coordinate and facilitate an artist's cooperative gallery in the Downtown Art Center 1st floor spaces.

Part two of the DAC's action plan is to increase sales in the current consignment gallery and to open an artist's cooperative gallery.

Consignment sales will be increased through increased foot traffic; targeting marketing which could include new home buyers and tourists, featured open houses; adding new artists; rearranging installations, etc. The goal is to increase commission sales by **100%** over the course of the grant period.

DAC personnel will facilitate and coordinate the opening of an Artist's Cooperative Gallery in the Downtown Art Center. The process will include establishing an operating plan; implementing the plan by contacting and selecting potential artists and formalizing contracts. Measurables will include the number of artists involved, visitors to the gallery, number of sales and income. The goal is to have the contracted artists rent and operate the gallery and generate It is anticipated the gallery will be operating within 4 months of the grant award.

4. Provide a budget narrative that explains how the budget in Section III will achieve the desired outcomes. *(3,000 character count limit)*

The total budget for the programs for events, and the galleries is $346,500.00

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The City grant proposal request is $148,988, which will fund 2 employees: (0.5 FTE): first floor Manager and Communications Manager, plus resources for a minimum of 40 events for the grant year. The funds will also pay for an events planner to develop series of music and performing arts events, plus funds to pay musicians and performing artists. In addition they will offset some of the costs associated with rent for the Artist's Cooperative Gallery

The 1st floor galleries manager will coordinate the consignment gallery and the artists cooperative, select the artists and provide administrative financial oversight working towards sustainability. This employee will also schedule activities in both the multipurpose indoor and outdoor lanai for classes and events. The room usage fees will help sustainability of the events and overhead.

The Communications Manager will create 4 targeted media strategies per month for both of the projects utilizing social and/or print media as appropriate.

Granting this proposal is an investment in the people of Hawaii's quality of life. The City funds help DAC use the power of the arts and creativity to diversify and grow our State and City economic development and resilient tourism efforts.

5. Provide a timeline that is complete, realistic and appropriate to achieve the desired outcomes. (3000 character count limit.)

The timeline for this project is as follows

By the end of first quarter:

- Develop and implement plan for artists cooperative gallery
- Hire Project Manager for 1st floor galleries
- Hire Events coordinator
- Develop events calendar
- Implement 3 special events per month
- Implement one community activity
- **Develop communication and marketing plan for the events and the 2 art galleries**

By the end of the second quarter

- Open Artist's Cooperative
- Monitor and evaluate consignment sales
- Ongoing 3 special events per month and one special community-based activity

By the end of third quarter

- Increased income through consignment sales in both the Consignment gallery and the Artist's Cooperative
- Ongoing 3 special events per month and one special community-based activity

By the end of fourth quarter

- Increase earned income levels
- Organize volunteers for collaborative project
- Ongoing 3 special events per month and one special community-based activity

C. Provide evidence of the agency's ability to perform the proposed grant activity through past performance, current capacity and/or plan to acquire the capacity to perform.

1. Provide data that demonstrates proven success in offering the same, similar, or related activities to achieve the proposed outcomes. *(3,000 character count limit)*

DAC is a welcoming place for everyone, a place where everyone feels that they belong. It is a volunteer nonprofit organization with part-time staff consultants and volunteers.

The DAC currently offers classes to adults from make-and-take activities, one time art workshops for beginners to advance artists, ongoing and series of classes for the past 4 years. The operational costs to pay for common area maintenance and overhead are paid from our earned income streams to include rent for office and storage space; room usage fees from nonprofits, exhibition fees, sales of artwork, donations. For new programs, the DAC has been fortunate to receive grants that helped startup programs until self-sufficiency. An example of a meaningful healing program is the Bereavement Expressions program funded by grants to self-publish a large format hard cover book, *Courage Poured into My Heart*, which used art and prose from 52 participants to describe their grief journey. The book was distributed to professionals and nonprofits who deal with the grieving process to help their clients live through the pain knowing that they are not alone and in the healing process. This program has evolved to the monthly creative wellness program.

In 2024, DAC offered 15-20 classes and 3 arts and culture special events a month, both onsite and in public spaces. DAC has 20 rotating art exhibitions per year within 3 exhibition areas. 7 exhibitions a year are produced by the DAC's founding arts nonprofits.

DAC offers arts in public both in the park and on the street for the past several years. These have been underwritten by grants and corporate sponsors in collaboration with arts nonprofits and area small businesses. They provide a venue for artists to show their work and offers free make and take art activities for everyone of all ages and art skill level to try new media. The music and performances on the street (annual HEART of Honolulu) and in the parks (quarterly Sunset in the Park on Fort St. Mall) are by local musicians and performers. These outdoor events are in collaboration with area businesses and nonprofits.

DAC houses 10 arts nonprofits: Honolulu Printmakers, Hawaii Potters Guild, Hawaii Watercolor Society, Pastel Association of Hawaii, Hawaii Handweavers Hui, Hawaii Craftsmen, Hawaii Arts Alliance, Creative Arts Experience, Pacific New Media and Glass Fusion sharing the space and costs. The nonprofits benefitted by this affordable shared space arrangement: 1) reduced duplication of resources, volunteers and efforts; assured annual juried art exhibitions, room usages for classrooms and events. These nonprofits are able to attract new membership and are on a sustainable economic growth path.

2. Describe the applicant's capacity to successfully achieve the proposed outcomes.
OR
Provide a plan to acquire the capacity to successfully achieve the proposed outcomes (including how the applicant has acquired similar capacity in the past).

Responses should include organizational knowledge, staffing, fiscal resources, facilities and other resources, stakeholders and relationships, and other relevant resources. *(3,000 character count limit)*

Calendar year 2024, DAC management team consists 5 paid consultants and 3 part-time staff members, each with 10-40 years of experience in the arts nonprofit leadership, art exhibition curator, art facilitators, communications and project management, plus 80 volunteers of which 60% are senior citizens. They have close relationships with our 10 collaborating arts nonprofits as well as our skilled teaching visual artists, musicians, poets, dancers and other performing artists in the community. The staff, consultants and volunteers listen to what participants ask for and make it possible to fill the needs for our community, hungry to participate in the arts and culture. They are advised by an ad hoc committee to include visual and performing artists, social workers, public health workers, pastors and artists.

The DAC ask experienced art facilitators, musicians, dancers, etc. who are respected members of their art communities and nonprofits to help. Each artist teach and perform what they know best. The DAC plans to use the same methodology in acquiring the needed expertise in designing the programs for this grant.

The DAC has 3700 square feet of exhibit/performance spaces, 2 large multipurpose room and 1 handweavers creative maker space operated by the Hawaii Handweavers Hui. The DAC is leasing two additional commercial spaces (7,000 square feet) in the same building, to build out 2 new creative maker spaces (photography light room and metalsmithing) and 3 multi-purpose indoor rooms and 1 outdoor workspace. This will provide more opportunity to provide a wider variety of art exhibitions, art classes and workshops. The DAC's onsite spaces will be supplemented by planned outdoor public spaces in the park and on the street. These public spaces will be organized by the DAC as well as the area nonprofits and businesses. This is a cost effective means of attracting positive media attention for the area and mainstreaming the arts as a wellness strategy for individuals, families, the arts community and neighborhood arts district.

Additionally, the DAC has strong relationships with other nonprofits and will collaborate with them to increase opportunities to provide arts programming in the larger community. i.e. organizing an event at Hawaii Theatre, Kumu Kahua Theatre and the Arts at Marks to expand the reach of this community outreach strategy.

The DAC is funded through public grants from the City and State, local philanthropic foundations; corporate grants and sponsorships and significant individual donations. DAC organized earned income streams from room usage fees, class/workshop fees, ticket sales and more to pay for overhead, to include common area maintenance, insurance, electricity, air conditioning and facilities maintenance.

The efficacy of the DAC is based on the 10 collaborating nonprofits expertise and more than 70 volunteers providing over 7,000 hours to supplement the paid consultants and staff.

The DAC will organize fundraising events to augment the listed income streams such as juried art exhibitions, collectors art sale and special ticketed events.

D. Describe the applicant's sustainability and/or additional long-term benefit to the community

1.Provide a plan for sustaining and / or expanding activities beyond the applicable grant period. *(2,000 character count limit)*

DAC is licensing 2 additional vacant spaces which will provide more gallery exhibition spaces and multipurpose rooms for events, classes and workshops.

DAC will also serve 2 additional communities by developing a photography and a metalsmithing (jewelry and small sculptures). build out a photography light studio and room for an extra-large format printer, printmaking and metal smithing studios. These two creative maker space efforts will draw new population of art teachers and paying participants. The increased programs will bring more class and workshop revenues to pay for teachers and supplies, thereby making the classes and exhibitions be near self-sufficient by the end of the year. The net income from the two art galleries will help pay for overhead. There will be additional income planning for staff, event consultant expenses and professional fees for musicians, performing artists, literary artists and more. The financial resources to be developed will come from other earned income streams, donations, and grants,

2. Describe the applicant's capacity and resources to carry out the above plan (staffing, funding, etc.) beyond the grant period. *(2,000 character count limit)*

The funding from this FY 2026 GIA proposal will provide new financial resources needed to expand, collaborate and stabilize our first-floor galleries program with a program manager (0.5 FTE), Communications Manager (0.5 FTE) and hire a new events coordinator, and the resources to provide quality arts and culture community events (paying local musicians and performing artists.)

Similar to the economic sustainability of both the classes and exhibitions programs, DAC will develop a sustainable financial plan for the Chinatown Community Engagement program that will include funding from the following sources: earned income streams to include sale of art, room usage fees, grants, ticket prices, donations and corporate sponsorships

Additionally, DAC has arts nonprofits paying affordable room usage fees for storage and offices as well as creative maker spaces such as The Hawaii Handweavers Hui pays for 800 sq ft to house their floor looms and have classes. DAC is working with the Honolulu Printmakers to open their studio in a portion of the vacant 2nd floor space in 2025.

The efficacy of the staff and consultants will result in stronger program development. This will be reflected by significant increase in participation numbers, which will result in increase in earned income streams: 1) art consignment fees and sale of art donated to DAC; 2) room usage fees for arts nonprofits to use exhibition, and multimedia room spaces for art classes and workshops, 3) ticketed special events fees and 4) fees from classes and workshops.

DAC relies on 70 volunteers working along staff. (As of April 2024, the value of a volunteer hour is estimated to be $33.49, a 5.3% increase from the previous year. This estimate is based on data collected in 2023 and is calculated by the University of Maryland's Do Good Institute in partnership with Independent Sector.

E. No CITY funds or assistance. The highest consideration will be given to applicants that do not receive other funding or any form of assistance from the CITY. While applicants that receive other funding or assistance from the CITY may apply for Grants in Aid funding, the extent of funding or assistance already received in relation to services provided must be considered prior to awarding Grants in Aid funds. A percentage of the sub-total criteria points will be awarded to Grantees based on the criteria below and the information about past funding / assistance from the CITY that follows.	
The applicant has received 1-2 awards from the CITY within the last 3 years.	**7%**

GRANTEE RECEIPT OF CITY GRANTS

Identify all CITY grants received by Grantee (or Fiscal Sponsor) in the last three (3) years. Information will be verified by the CITY.

1. Grant Activity Name & Contract #: Wellness Art Program **CT-DCS-2400016**
   Grant Period: December 2023-March 2025 Grant Amount: $134,000
   Grant Purpose: _____
   Grant Activity Status: xx☐ Underway ☐ Completed ☐ Canceled
   Administrating Division: _____

2. Grant Activity Name & Contract #: _____
   Grant Period: _____ Grant Amount: _____
   Grant Purpose: _____
   Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
   Administrating Division: _____

3. Grant Activity Name & Contract #: _____
   Grant Period: _____ Grant Amount: _____
   Grant Purpose: _____
   Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
   Administrating Division: _____

4. Grant Activity Name & Contract #: _____
   Grant Period: _____ Grant Amount: _____
   Grant Purpose: _____
   Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
   Administrating Division: _____

5. Grant Activity Name & Contract #: _____
   Grant Period: _____ Grant Amount: _____
   Grant Purpose: _____
   Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
   Administrating Division: _____

6. Grant Activity Name & Contract #: _____

E. Age Friendly Honolulu (Complete only if applying for the bonus points)
Consideration is to be given to applicants that incorporate the vision and goals of the Age-Friendly Honolulu Program (as codified in ROH Chapter 2, Article 22), including but not limited to (1) enabling residents of all ages to actively participate in activities that keep them socially engaged, healthy, and active; and (2) removing barriers to inclusion for and providing support services to vulnerable residents and/or have physical limitations.

If awarded bonus points for being an Age-Friendly Honolulu project, the Grantee will be subject to additional reporting requirements, including but not limited to name, age, and physical location of seniors being served by the project.

To be eligible for the bonus points as an Age-Friendly Honolulu project an organization must demonstrate the proposal aligns with Age-Friendly Honolulu's priorities by completing the following TWO steps:

1) Go the following website https://www.hiphi.org/age-friendly-honolulu/ to access an Age-Friendly Honolulu training video. The video should be watched by at least one (1) person from the non-profit organization in a leadership position (Executive Director, Administrator, or equivalent). This video will define an "age-friendly city" and explain what types of projects align with the Age-Friendly Honolulu Vision.

2) Complete the section below by selecting which Age-Friendly Honolulu category best fits the activities of your organization and providing a brief description of how your proposal is an Age-Friendly Honolulu project.

xx☐ Enabling Residents of all ages to actively participate in activities that keep them socially engaged, healthy, and active, particularly at the oldest ages

xx☐ Providing Kupuna with meaningful roles in the community, including mentors, volunteers, or through intergenerational programming

☐ Removing barriers to support community inclusion and accessibility for persons of all abilities.

3) How is your proposal an Age-Friendly Honolulu Project and explain how your organization can meet the additional reporting requirements if awarded? *(2,000 character count limit)*

The creative arts-a path to wellness program is about creating a direct creative experience for individuals to participate in arts classes and experience special events. The program is part of an arts enrichment healing process to build personal resiliency for everyone.

Participants of all ages and skill levels and visual artists, musicians and performing artists will be afforded the opportunity to express their creativity and experience arts and culture events. The DAC will bring opportunities to see, hear, learn, and explore a variety of art forms. The learning experience will provide opportunity for new friendships and business collaborations. The arts become the leveling playing field for interaction.

APPENDIX A: TIER II GRANT PROPOSAL (Grants $25,000 to $150,000)
SOLICITATION NO. RGP-DCS-GIA2026

Instructions: The proposal below must be completed in full. Responses must be provided in the fillable boxes provided. Where annotated, the fillable boxes have predetermined maximum limits on character counts. Letters, numbers, punctuation marks, and spaces are included in the character count limits.

SECTION I
SUMMARY

A. Grantee Legal Name:	DreamHouse, Inc
B. Is Grantee a Fiscal Sponsor?	☒ Yes ☐ No
C. Grant Activity Name:	Environmental Technology for Future Ancestors

D. Briefly describe the Grantee's background, history (including year established), and mission. *(400 character count limit)*

DreamHouse, Inc is a local 501(c)3 that was founded in 2014 after years of community discussions and partnerships. We support the collaborative-built charter school innovatively educating traditionally underserved students in the Ewa region. Our mission is to empower homegrown leaders through values-driven leadership development, bold 21st century skill building, and a passionate commitment to our community.

E. Briefly describe the Grant Activity and public need being filled. *(400 character count limit)*

Environmental Tech for Future Ancestors invigorates culture place-based education with real world results. With exposure and understanding of their surroundings, student work employs Hawaiian technology alongside 21st Century technology. With this project, educational needs are being addressed while students develop educational and multimedia tools to bring historical Loko i'a to life.

F. Briefly summarize Grant Activity outcomes and measures of success, including number and description of those served. *(400 character count limit)*

The outcomes and measures of success are 3-fold. We will educate 700+ students in one year on the importance of our Hawaiian ecosystem while gaining academic skills and producing products to reach the general public. The second outcome rests on the restorative and revitalization work in our community. Lastly, this program is shared with 'Ewa and Oahu communities through student computer apps, digital storytelling, and our virtual museum.

G. Council District
Check all districts that will benefit from the Grant Activity. Provide the amount requested per district. Amounts must be in whole numbers only.

☒ District 1 $85,056	☐ District 2 $	☐ District 3 $
☐ District 4 $	☐ District 5 $	☐ District 6 $
☐ District 7 $	☐ District 8 $	☐ District 9 $

Total Amount Requested (must be $25,000 to $150,000)	$85,056

H. Type of Grant Activity (pick ONE category that best reflects the Grant Activity):		
1. Public Services: Projects in this category will support qualified public services and programs for the target populations deemed by the CITY to be most vulnerable.		
☐ A. Public Service – Seniors	☒ B. Public Service - Children	☐ C. Public Service - Disabilities
☐ D. Public Service – Homeless	☐ E. Public Service – Domestic Violence	☐ F. Public Service – Substance Abuse
☐ G. Public Service – Mental Health	☐ H. Public Service – Other (describe):	
2. Arts, Culture, Community/Economic Development, and the Environment: Projects in this category will support the sustainable improvement in the well-being and quality of life of local communities, especially low- to moderate income areas.		
☐ A. Arts	☐ B. Culture	☐ C. Community Development
☐ D. Economic Development	☐ E. Environment	

GRANTEE'S CERTIFICATION AND SIGNATURE

The undersigned, subject to personal liability and penalty under applicable law, certifies that he or she: (i) is authorized to sign this Grant Proposal; (ii) personally prepared or reviewed the matters found in this Grant Proposal (including any related documents/attachments); (iii) asserts all statements made in this Grant Proposal (including all attachments) are true, accurate and complete; (iv) has the requisite skills and knowledge to assert the foregoing certification; and (v) has complied and shall continue to comply with all applicable requirements of Chapter 6, Article 29 of the Revised Ordinances of Honolulu 2021, as amended (Link), regarding private organizations receiving grants of public funds from the City and County of Honolulu.

Signature of Grantee (Fiscal Sponsor) Officer

11.21.24
Date

Printed Name and Title: JACOB NOH, BOARD CHAIR

CERTIFICATE OF THE BOARD OF DIRECTORS NO OBLIGATIONS IN ARREARS

The undersigned of the Board ("Grantee") hereby certifies that the Grantee or any principal of the Grantee or sponsored organization (where the Grantee is a Fiscal Sponsor) is not in arrears on any financial or other obligation owed to the City & County of Honolulu, a municipal corporation of the State of Hawaii.

(Signature)

ROGER KIYOMURA
(Print name)

CERTIFICATE OF THE BOARD OF DIRECTORS AUTHORIZATION TO ASSIGN AUTHORITY

The undersigned of the Board ("Grantee") hereby certifies that JACOB NOH (name), CHAIRMAN (title), has been authorized by the Board of Directors to sign proposals, contracts, and related documents on behalf of the Grantee. Accordingly, I hereby assign the authority by the Board to execute proposals, contracts, and contract amendments on behalf of the Grantee, and further certify that the assigned is given the power and authority to do all things necessary to implement, maintain, amend, or renew such contracts, including but not limited to the delegation of signing authority to another employee of the Grantee.

(Signature)

ROGER KIYOMURA
(Print name)

STATE OF HAWAII)
CITY AND COUNTY OF HONOLULU)

On this 10 day of December, 2024, before me appeared Roger Kiyomura, personally known to me, who, being by me duly sworn, did say that he/she is the Vice Chairman of Dreamhouse Inc. and that the corporation has no corporate seal, and that said instrument was signed in behalf of said corporation by authority of its Board of Directors, and said he acknowledged said instrument to be the free act and deed of said corporation.

GERINA K ALEKA-HANOHANO NOTARY 12-189 PUBLIC STATE OF HAWAII

Notary Public, State of Hawaii

My Commission expires: 06.07.26

Doc. Date: 12.10.24 # Pages 1
Name: Gerina K. Aleka-Hanohano 1st Circuit
Doc. Description: Certificate of Board of Directors

12.13.24
Signature Date

NOTARY CERTIFICATION

FISCAL SPONSOR

The Fiscal Sponsor is a nonprofit organization that assumes legal, financial and programmatic responsibility for the activities of groups or individuals engaged in work that furthers the fiscal sponsor's mission and their own respective purposes. The Fiscal Sponsor is called the Grantee in this Grant Proposal. The CITY's legal relationship is with the Grantee, and the CITY will disburse Grant funds to the Grantee. The Sponsored Organization is the organization under this Grant Proposal that the Grantee (Fiscal Sponsor) chooses to support to implement the Grant Activity.

Accordingly, if the Grantee is a Fiscal Sponsor, the following should be completed by both the Grantee (Fiscal Sponsor) and the Sponsored Organization. By initialing and signing below, the Grantee (Fiscal Sponsor) and the Sponsored Organization indicate they have reviewed and come to an agreement regarding each of the following items:

Grantee/Fiscal Sponsor Initials	Sponsored Organization Initials	Agreed upon items
JN	RM (DreamHouse)	Response herein to Section III Question 1
JN	RM (DreamHouse)	Response herein to Section III Question 2
JN	RM (DreamHouse)	Response herein to Section III Question 3
JN	RM (DreamHouse)	Response herein to Section III Question 4
JN	RM (DreamHouse)	Response herein to Section III Question 5
JN	RM (DreamHouse)	Response herein to Section III Question 6
JN	RM (DreamHouse)	Grant Activity: Budget/Funding (Section III)
JN	RM (DreamHouse)	Grant Activity Preliminary Schedule of Activities (Section IV)

In addition to the foregoing, the Fiscal Sponsor and the Sponsored Organization each hold the CITY harmless and will defend and indemnify the CITY and its officers, employees, and agents, individually and in their official capacities, from all claims of liability for damages arising directly or indirectly from each entering into a Fiscal Sponsorship Agreement with the other.

The undersigned also attach hereto required documents regarding Fiscal Sponsorship, as detailed in Section VI.

Signature of Grantee (Fiscal Sponsor) Officer — Date: 12/13/24

Printed Name and Title: JACOB NOH - BOARD CHAIR

Signature of Sponsored Organization Officer — Date: 12/13/24

Printed Name and Title:

RYAN MONDADO, CEO DREAMHOUSE

FISCAL SPONSOR

The Fiscal Sponsor is a nonprofit organization that assumes legal, financial and programmatic responsibility for the activities of groups or individuals engaged in work that furthers the fiscal sponsor's mission and their own respective purposes. The Fiscal Sponsor is called the Grantee in this Grant Proposal. The CITY's legal relationship is with the Grantee, and the CITY will disburse Grant funds to the Grantee. The Sponsored Organization is the organization under this Grant Proposal that the Grantee (Fiscal Sponsor) chooses to support to implement the Grant Activity.

Accordingly, if the Grantee is a Fiscal Sponsor, the following should be completed by both the Grantee (Fiscal Sponsor) and the Sponsored Organization. By initialing and signing below, the Grantee (Fiscal Sponsor) and the Sponsored Organization indicate they have reviewed and come to an agreement regarding each of the following items:

Grantee/Fiscal Sponsor Initials	Sponsored Organization Initials	Agreed upon items
JN	MC	Response herein to Section III Question 1
JN	MC	Response herein to Section III Question 2
JN	MC	Response herein to Section III Question 3
JN	MC	Response herein to Section III Question 4
JN	MC	Response herein to Section III Question 5
JN	MC	Response herein to Section III Question 6
JN	MC	Grant Activity: Budget/Funding (Section III)
JN	MC	Grant Activity Preliminary Schedule of Activities (Section IV)

In addition to the foregoing, the Fiscal Sponsor and the Sponsored Organization each hold the CITY harmless and will defend and indemnify the CITY and its officers, employees, and agents, individually and in their official capacities, from all claims of liability for damages arising directly or indirectly from each entering into a Fiscal Sponsorship Agreement with the other.

The undersigned also attach hereto required documents regarding Fiscal Sponsorship, as detailed in Section VI.

Signature of Grantee (Fiscal Sponsor) Officer — Date: 11.21.24

Printed Name and Title: JACOB NOH, BOARD CHAIR

Signature of Sponsored Organization Officer — Date: 11/22/2024

Printed Name and Title:

Matthew Cromell, Business Manager

SECTION II
GRANT ACTIVITY INFORMATION

A. Describe how the community need, stated problem/issue, and target population are effectively validated. The description must include how the public services' target population is vulnerable or how the arts, culture, community/economic development, or environmental activities will especially support low- to moderate-income areas.

1. Provide substantive data and other qualifying information to demonstrate how the problem/issue impacts the target population and is a community priority that needs to be addressed. *(5,000 character count limit)*

DreamHouse 'Ewa Beach Public Charter School addresses two priority needs in our community; education of low/moderate economic level students and environmental stewardship and restoration in 'Ewa moku.

Over 90% of DreamHouse students identify as Native Hawaiian, Filipino, Hispanic, Asian-American, or 2 or more races. Of our current 600-student population, 95% of our students come from the underserved west side of Oahu. We have 30-35% of the students qualify for Free/Reduced Lunch with another 35% of student families struggling to make ends meet. In additional to financial needs, 'Ewa Beach community has educational opportunity needs as only 20% of the population graduated college according to US census statistics. While census data might be unclear, the majority of our students will be the first in their family to attend university.

Educational research demonstrates that a local connection to education is a powerful. Fostering an authentic educational environment that is embedded in the authentic fabric of its local environment leads to high educational outcomes for underserved students. (Gruenewald, 2003a; Kana'iaupuni & Ledward, 2013). Our keiki need educational opportunities steeped in Indigenous knowledge systems that will lead to STEM employment opportunities and environmental sustainability. Utilizing this type of Two-Eyed place-based education, DreamHouse students engage in Ancient Hawaiian technology while developing their emergent STEM skills (Cirkony 2023; Gardner-Vandy, K., et al. 2023).

The partnerships between DreamHouse, Purple Mai'a and Hui o Ho'ohonua have flourished during the past 4 years with active 'slippers on the ground' educational work. Primarily working on the west side of Oahu, each organization's mission is dedicated to diversity, equity and inclusion in STEM education. DreamHouse's collaborations centers on creating deep community partnerships of support. Our partnerships elevate the value of environmental sites and non-profit partnerships with our K-12 schools and aspires to reach thousands of students.

Weekly, our students engage with non-profits Purple Mai'a and *Hui o Ho'ohonua* in computer coding and hands-on environmental restoration in Honouliuli National Historical Site. These partnerships are weaving a harmonious thread of understanding, respect, and reciprocity for students' education.

There are numerous historically and culturally significant treasured locations around Hawai'i demanding restoration and revitalization. Working with *Hui o Ho'ohaonua***,** DreamHouse students, educators, and families are working to address the 'historic trauma to the land, waters and people of the '*Ewa Moku'*. Through in-school academic and place-based work as well as

through DreamHouse community events, we are revitalizing the shoreline of *Pu'uloa.* Students are engaging in learning that not only revitalizes these spaces but also works to educate the public on Native Hawaiian culture. They spend hours in academic learning surrounded by history, culture and *'aina*-based learning. Our place-based Environmental Technology for Future Ancestors allows the students and educators to actively engage in the revitalization efforts.

This project also addresses the needs at *Pu'u o Kapolei.* As *Pu'u o Kapolei* was recently awarded status on the Hawaiian Register of Historic Places and soon on the National Register of Historic Places, DreamHouse students' work here is essential. As a place that ties precontact history to Native Hawaiian culture to current life, *Pu'u o Kapolei* supports the mission of DreamHouse in *'ike kupuna, mo 'olelo, kilo* (ancestral knowledge) combined with 21st Century technology. This restoration work allows modern Hawaiians to see the 'piko' or the bridge of the past, the present and the future in Pu'u o Kapolei.

As our second priority, environmental stewardship complements our educational priority, and everything DreamHouse accomplishes impacts our community.

Following best practices for our students and our environment, DreamHouse has expanded our community to include University of Hawai'i Manoa researcher, Dr. Stacy Potes. Dr. Potes' research contends that by incorporating Indigenous knowledge systems and problem-solving methods, educators can make STEM studies relevant and empowering for students. This culture-based approach addresses disengagement and low achievement, particularly among Native Hawaiian and Pacific Islander populations (Potes, 2024).

Lastly, DreamHouse's mission continues to be community and parent involvement in planning and executing of the charter school. Parental knowledge and unwavering desire to establish this innovative charter school is a unifying fiber of the school. With a focus on traditional Hawaiian knowledge, parents now know that their knowledge is valued and required. With this dynamic, parents are an essential component of the school and including parents in our partnership actively confronts historic power inequities that exist within school systems.

B. Describe the proposed plan

1. Provide a description of the Grant Activity. This description will be used as the scope of services in the contract. Describe why you chose this Grant Activity and how it will effectively address the community's problem / need. *(3,000 character count limit)*

Environmental Technology for Future Ancestors is a culture place-based project that empowers students to engage the Rights of Nature on Oahu. DreamHouse students travel to environmental sites twice a month while working with our educators and non-profit partners. Students actively engage in ancient Hawaiian land systems and restoration in *Honouliuli.* Students integrate indigenous STEM curriculum with their developing 21st century technology to illustrate the cultural relevance of their restoration work.

Through the development of QR codes, student work will be consolidated into a Future Ancestor's Virtual Museum. The creation of this museum combines the students' revitalization work and academic work while producing a tangible work product that will educate thousands of locals and tourists on restoring the Native Hawaiian ecosystem. Through

the grant period, 3000+ hours of restoration work will be completed, and students will produce 15 QR codes for the Virtual Museum.

Integrating the Change sectors of Education and Natural environment, our students help rejuvenate specific ecosystems, as well as create 21st Century technology-based products based in ancient Hawaiian practices. All of this work contributes to the education, reinvigoration, and restoration of our Hawaiian ecosystem. With this project, students travel to relevant historic and environmentally significant locations across Oahu. Then, the student groups research the environmental challenges and work with community leaders to identify and design solutions.

From a sustainable food supply, to a fertile estuary for seaweed, plankton, and algae, and to the ultimate protection of our near marine shoreline, DreamHouse students are acting locally to preserve and restore our environment while shaping a path to modern sustainability. Through this ETECH project students are gaining educational knowledge of the world while positively impacting their community.

We have chosen this activity as a way to directly impact the 2 priority needs of low/moderate economic level student education and environmental stewardship and restoration in ‘Ewa moku. Collaborating for the past 4 years with *Hui o Ho’ohonua, Purple Mai’a* and *Ulu A‘e Learning Center* has worked to revitalize both *Kapapapuhui* Point Park and *Pu‘u O Kapolei,* and to educate our future leaders. Through these projects, the students and community have gained an understanding for restoring the historic ***Loko i ‘a,*** increased awareness for near shore marine health, and deepened appreciation of our park land. Our students learn web development to highlight the knowledge of our ancestors, and they gain viable STEM skills for the workforce. With their digital storytelling and their work to educate, students are contributing to a sustainable coastline and preserving Hawaiian culture and environment.

DreamHouse students experience fieldwork curricula that provides equity in education while also addressing climate impact. Students who do not normally consider STEM careers will be exposed to the knowledge, skills, and real-life examples of STEM jobs.

2. Provide measurable outcomes, describe how outcomes are aligned with the purposes and priorities of the Grants in Aid Fund, and describe how outcomes directly benefit the target population. *(3,000 character count limit)Public Services should begin with a statement of the number of individuals that the Grant Activity will directly benefit during the Grant Term. Arts, Culture, Community/Economic Development or Environment should begin with a statement as to how the Grant Activity supports the sustainable improvement quality of life of local communities, especially low to moderate income.*

In 2025-2026, our Grant Activity will directly benefit the 700 students from DreamHouse as well as 4000+ individuals associated with DreamHouse and associated with our key non-profit agencies. Additionally, the virtual museum has the potential to impact 10,000s+ of the ʻEwa Beach/Kapolei and wider Oahu community. The well-being and quality of life for our students and families of ʻEwa Beach and Kapolei will be positively impacted through educational opportunities, community service, and the creation and sense of ownership of the virtual museum, digital documentary storytelling, and community collaboration.
With the restoration work in *Honouliuli,* the aina will see 3000+ hours from students and the community. The hours working with community will empower our students to be leaders and advocates for their own education and for the well-being of our island.

Our measurable outcomes and goals:
Goal: Equip low/moderate income students with digital tools and access to further technological aptitude, STEM education and STEM career opportunities.
Measured Objectives:
Students will gain a thorough education in computer science through the entire academic year.
*****Students will learn and demonstrate the entire process of coding their own computer app from Step A to Step Z. There are milestones each academic term for measuring mastery.
*****Students will brainstorm, program and create new environmental Apps for the 2025 Congressional national competition and other state/national competitions.
*****100% of 8th graders will take Computer Science course.
*****60**-**75% of 9-10th graders will take second elective Computer Science course.

Goal: Environmental and restorative work:
Measured Objectives: *****All students will spend and document hours with non-profit partners in environmental work on bimonthly basis.
*****Over 3000 work hours will be logged by students in restoration work for ʻEwa moku
*****Students will document their restoration work through documentary-style digital storytelling.
*****Students will storyboard and create content and tech for the Virtual Museum QR codes.
*****Students will elevate environmental academic research in response to cooperative activities with community members.

Goal: Empower student leaders through innovative curriculum centered on environment;
Measured Objectives:
*Students will see themselves as computer scientists and grow in confidence as computer users, problem-solvers, innovators and entrepreneurs.
*Students will be exposed to STEM Careers
*****Students will create a culture for community work and academic exploration.

Goal: Leverage deep community partnerships to expand our network of educational support.
Measured Objectives: *Students will learn and elevate the value of environmental sites and nonprofit partnerships on our island.
*Students will create QR Codes for historic and restoration information of sites that will culminate in a virtual museum for the community.

3. Provide an action plan to achieve the stated measurable outcomes. If the Grant Activity involves a partnership, provide a description of each partner's role. Must include measurable milestones, specific events, or other performance measures appropriate to achieving the outcomes. *(3,000 character count limit)*

In August-December 2025, students will visit the restoration sites 9-12 times. Working with Purple Mai'a, HOH808, our administrators and educators will create a plan of work. Concurrently, student and teachers will identify the Math and STEM skills needed for the field work. With their cooperative groups, all students will engage in daily time management exercises and build dynamic teams which will serve throughout the year.

After engaging in field work for 3-4 weeks to gain an understanding of the work required, student groups will create a timeline of the project by Fall break. Throughout fall restoration, students will document the environmental work on their GoPros and Ipads.

There are milestones every 3 weeks for measuring academic mastery in STEM skills. By mid-December, students will possess the fundamentals for coding their own computer app.

By mid-December, students will have completed 1200 hours of restoration work in *Honouliuli,* and will have met with non-profit partners in the classroom and in the field 8-10 times. Mid-year portfolio presentations on their term will be presented in December 2025.

In January, students will travel to the restoration sites another 10-12 times before May. Class work in this term entails developing computer programming skills, video/filmmaking, film editing, drawing, calculating, and mapping skills to access the restoration work. During this term, students will collaborate with non-profit partners in the classroom and in the field 8-10 times.

In January-February 2026, students will begin collecting, editing and cutting the documented footage they gathered during class and field work. They will brainstorm specific topics for the culmination of their digital storytelling work and present storyboards to their classmates for collaboration. All of this work will be completed with guidance from educators and Purple Mai'a staff.

From Feb-March students will simultaneously conduct restorative work, video document this work and complete an assessment that demonstrates mastery of the coding process for their specific computer app. They will document their computer skills and knowledge by presenting mini-storytelling documentaries.

During Feb-May, we will hold 2-3 seminars to solidify the work plan and to engage the community in our work. The seminars serve a dual purpose in that they are a method of accountability and also a way to engage our community. Beginning in April, student groups will have 3 QR codes ready for assessment. By mid-May, the total number of restoration hours will equal 3000.

By April-May 2026, students will work extensively in their construction of the Virtual Museum and their selected QR code development. As the year ends, students and educators will assess the deliverable activities. By end of May, students will have 12 completed QR codes for the virtual museum. They will plan for August and September 2025 on the completion of the remaining 6 QR codes and the integration of the codes into a growing museum. They will determine where the work of academic year 2026-27 needs to continue. They will also plan the expansion of the museum and work based on continued funding for this project.

4. Provide a budget narrative that explains how the budget in Section III will achieve the desired outcomes. (*3,000 character count limit)*

80% of DreamHouse's funding request is to provide access. A significant portion of the budget includes the travel to and from the restoration sites. This is a substantial factor in place-based education as the students need access to the 'place' in order to complete their restoration work and to understand why and how they are engaging in the classroom and computer-based learning. 'Slippers on the ground' is an essential component in meeting the academic needs of low/moderate income students. Educational research demonstrates that engaging cultural ties for the students directly impacts their academic motivation and growth.

A small portion of funding request provides wages, additional stipends, and professional development for our teachers and educational support staff to engage in place-based learning. Additional time is needed for the educators to adequately construct the learning activities and maintain appropriate supervision on the weekday and weekend work activities. Educators will collaborate with various grade levels as well as with our community partners to plan and implement a cohesive approach to the restorative work as well as the creation of the virtual museum. Educators will spend extensive time in planning the symbiotic relationship with field work and classroom academic work. The interactive nature between place-based work and the indispensable academic skills demands daily reflections, adjustments, and consultation from the educators. These continual adjustments, which include the students, demands a great deal of time from the educators.

Our Chief Success Officer and ETECH Educator and Curriculum Developer will be in constant contact with the grade level educators. This work will provide the necessary wrap-around services for student success as well as to streamline the curriculum development across grade levels. The complexity of possessing enough of a foundation to engage in our environmental and restorative work, and then to expand this academic foundation as new knowledge becomes needed through the work is a delicate balance that takes incredible diligence and oversight by our educators. The digital storytelling and QR creation work requires oversight and coordination by our curriculum developer at all stages of the process.

This 10% covers the administrative efforts to cultivate and maintain our community and nonprofit connections and to continue the development and expansion of our curriculum.

10% of funding request provides additional supplies and equipment for the students. Program activities will include items such as poster boards, computer software, dry boards, smart boards, markers, crayons, paint, brushes, curriculum aides, and other supplies needed for participants to create, innovate, and implement program objectives.

5. Provide a timeline that is complete, realistic and appropriate to achieve the desired outcomes. This timeline should also be reflected in Section IV. *(3,000 character count limit)*

The timeline for the project spans from September 2025 through July 2026.

A significant portion of planning will be initiated during Spring 2025. Teachers and DreamHouse administration will work with our partners, *Hui o Ho'ohonua* and Purple *Mai'a* to framework the 2025-2026 academic year's collaborative activities. Following the blueprint of last year, our 2025-2026 work will include significant expansion, as the GIA grant will increase the quantity of time students can work with our non-profits and work in the field.

Students will spend August and September solidifying their foundational academic work. Alongside the academic work during these 2 months, students, teachers and non-profit workers will be begin the restorative work. As students gain an understanding of the restorative work and the academic skills needed to progress, students and teachers will then spend the last week of September back-mapping goals and tasks from both the restorative work as well as the computer and digital storytelling work.

In September 2025, teachers will prepare materials, timelines, activities, and all resources for the students to carry the activities with our non-profits through December 2025. From September- December, students will spend 1200 hours on the restoration work. Students and teachers will reassess the timeline vs work completion at the end of each month.

In January 2026, a 2-day workshop with teachers, administration and non-profits will assess progress and finalize plans the next 6 months.

Beginning January 2026, students will bring together their place-based knowledge with their academic skills. They will begin the process of storyboarding their digital story telling through their analyzing of their video footage.

From November through March, their continuous documentation of the restoration work alongside their acquisition of computer skills will reinforce the motivation of each. Our nonprofit collaborators will assist students in their larger understanding of the environmental impact and the need for restorative work while the students and teachers assess the academic skills needed as well as the path toward completing the academic products of Computer Apps, digital storytelling, and the components of the virtual museum. Specific student groups will engage in the coding and different student groups will engage in the digital storytelling, while the third group will engage in compiling the virtual museum.

Through February and March, students will continue to construct their computer Apps, their digital storylines as well as the building of their virtual museum and QR codes. By March each group will complete one product which will serve as a model for the remaining. In March through May students will continue to produce videos, QR codes, and all of the components for the virtual museum completing the year with 15 QR Codes. This work will culminate in end- of year presentations to the school, our community, and to a larger audience via the virtual museum.

C. Provide evidence of the agency's ability to perform the proposed grant activity through past performance, current capacity and/or plan to acquire the capacity to perform.

1. Provide data that demonstrates proven success in offering the same, similar, or related activities to achieve the proposed outcomes. *(3,000 character count limit)*

DreamHouse has proven capacity and success by positively impacting our participants and our community. We have grown by 100 students yearly and serves 600 students in grades 6-11th. By Fall 2025, we will reach 700 students in grades 6-12th. A testimony to this success is a current waitlist of 250 families. With this type of community support, both intellectually and financially, we hold no doubt in the resources and capacity to continue our mission to educate and restore our Hawaiian environment.

While a lack of access has defined the community problem, DreamHouse 'Ewa Beach has expanded course offerings, provided skilled educators, engaged with the community and successfully navigated students' education. For the last 2 years, 100% of our 8th graders completed a computer science course and upper-level students are electing to continue their computer science education. We have partnered with three community non-profits and donated hundreds of hours to environmental restoration. With these successes, we are changing the narrative on educational access, expanding marketable skills, and heightening understanding on environmental sustainability.

A significant success of our collaboration is the establishment of a Career Pathways model. As the natural expansion of Purple Mai'a 4-year work with DreamHouse's first senior class, a STEM Capstone project is being developed that connects a STEM internship and a capstone project to our community. Purple Mai'a Capstone will connect learning to STEM careers. Of great impact, Purple Mai'a plans to take this capstone to additional Oahu schools in the coming years.

DreamHouse students secured ***First Place wins in 2021 and 2022 Congressional APP Challenge*** and even completed the **three-peat in 2023**. Adding to the remarkable success, our students competed against private schools and upper-level high school students, and their environmentally centered apps captured the awards.

This academic success and the following of academic research and best practices, DreamHouse was invited to apply for the Spencer Foundation Grant as well as the NSF DRK-12 Collaboration Grant. Both educational institutions are interested in our pedagogical approach. The value of Indigenous place-based education combined with the collaboration of local environmental organizations is prompting their interest in our work.

Our educational success only happens with additional funding. Through efforts at grant writing and with our track record of success, we have secured public and private financial support. We have gained support of local foundations like the Healy Foundation, Campbell Family Foundation, Kosasa Foundation, Mclnerny Foundation, and Women's Fund of Hawai'i. Many of these foundations do not typically delegate funds to charter schools, yet they have been excited to see the impact their dollars have supported on both DreamHouse education and environmental work in 'Ewa Beach and Kapolei year after year.

2. Describe the applicant's capacity to successfully achieve the proposed outcomes.
OR
Provide a plan to acquire the capacity to successfully achieve the proposed outcomes (including how the applicant has acquired similar capacity in the past).

Responses should include organizational knowledge, staffing, fiscal resources, facilities and other resources, stakeholders and relationships, and other relevant resources. *(3,000 character count limit)*

In each year of operation, we have expanded, matured, and stretched all of our resources to meet the needs and expectations of our students and community. The focus of sustainability centers on raising funds to continue our innovative educational opportunities. We are using research that asserts authentic connection with place enables marginalized students to thrive. We have been successful in securing funding for the past 5 years, while we have crafted a name for ourselves as an innovative culture place-based institution. Local, state and national foundations have invested in DreamHouse's educational equity and environmental work. They see DreamHouse as a positive investment in joining the priorities of education and environment in a way that can be replicated throughout Hawai'i. Research institutions are interested in our collaboration between academic researchers, local environmental non-profits, and K-12 educational institutions.

Strategic partnerships greatly enhance our capacity for successful outcomes. With local organizations including HOH808, Ulu A'e Learning Center, and Purple Mai'a, we are developing authentic and relevant curriculum. This past year we have fashioned a stronger collaboration with the non-profits by adding a UH researcher, Hawai'i based educational data platform Unrulr, and educational consultant and innovator Dr. Evan Beachy from Kamehameha Schools. All of these partners are part of our collaborative national grant applications.

We are continuing to gain external support and secured financial and ideological support from MIT STEM Gender Equity and the YASS Educational Foundation. Both were extremely supportive of our work to weave together environmental real-world activities alongside students' core curriculum. MIT feedback was especially interested in the environmental and community component of our work. They indicated that they saw strong scalability with our model for other communities to address environmental concerns.

It is this scalability that received interest from national research organizations, Spencer Foundation and NSF DK-12. We were invited and applied to both institutions, and we will continue to mobilize these types of resources beyond the GIA grant period as our success is garnering support on all fronts.

We have DreamHouse, Inc. support as a fiscal sponsor as well as invested board members with background knowledge in HR, finance, education, marketing, and entrepreneurship and a school board of educators with a combined experience of well over 30 years, DreamHouse has the backing of individuals committed to the vision of innovation and positive development in not only the Kalaeloa community, but in entire District 1.

Working in national parks and registered historic sites makes our work more relevant in the environmental restorative work of Hawai'i. With DreamHouse leadership and state and national foundations' backing, this expanded audience for our effort works to support our proposed outcomes.

D. Describe the applicant's sustainability and/or additional long-term benefit to the community

1. Provide a plan for sustaining and / or expanding activities beyond the applicable grant period. *(2,000 character count limit)*

DreamHouse has increased external funding each of the last three years to support our work. We intended to develop financial and educational support outside of the normal parameters of public schools, and we have done just that. The half dozen foundations supporting our work believe in the innovative nature of our culture place-based educational plan. Through extensive work in the classrooms, in our community, with our non-profit partners, and with these private foundations, we have created a pipeline of ideas, actions and funding to sustain and expand our activities.

While we have developed this foundational base, we are actively expanding our pipeline to include multi-year funding sources. NSF education grants and educational research grants, such as the Spencer Foundation, will provide consistent longer-term funding now that we have academic and community centered successes. NOAA strongly encouraged DreamHouse to apply again this year for their B-wet program that includes $150,000 and a 2-year term. The Spencer Foundation and NSF and are both education collaborative entities that fit our mission of providing educational opportunities to reduce educational inequities.

We have a 4-year history of securing external funding to continue our culture place-based work. The additional funding has become part of our yearly work, and we have secured assistance in locating and developing grants for our collaborative partnerships. The interest we have gathered from national organizations has furthered our sustainability beyond any specific grant period. The inclusion of researchers into our work has opened up a good deal of support both in personnel and financial resources for our continued work. As we expand our collaborations within Oahu', we are greatly expanding our sustainability and securing the partners, funding, and educational support to move beyond yearly funding. It would be instrumental as we make this move, to secure Honolulu GIA funding.

2. Describe the applicant's capacity and resources to carry out the above plan (staffing, funding, etc.) beyond the grant period. *(2,000 character count limit)*

For capacity and resources, we have a foundation of faculty who had built this system from the ground up. We have nonprofits who are intimately connected with our program, and national funding and recognition from private donors like MIT STEM and YASS Educational Foundation has allowed our continued advancement.

We have commitments from Purple Mai'a, HOH808, Unrulr, Dr. Stacy Potes, Dr. Evan Beachy, and Dr. Barbara Kahawaii (Auntie BJ) from UH West Oahu to be part of this exciting collaborative project. This extended collaboration supports our capacity to continue the program for years to come. This current mobilization of resources combined with our previous educational start-up federal dollars, the secured $1M of additional federal dollars for the growth and expansion, as well as securing Hawaii's first municipal bond to support the growth of a charter school all demonstrate our capacity. Our new school building opened just a few weeks ago, and our community is thriving with these educational successes.

Our school leader Dr. Ryan Mandado added to his Nexus Social Leadership Fellow by being selected as a 2024 Pahara Fellow. The Pahara Institute advocates for the transformation of public education through innovative leadership. Our teachers directly involved in the mathematics component have been invited to participate in a semester long Professional Development on culture place-based curriculum with Dr. Potes this spring.

We have consistently raised more than $200,000 each year over the past 3 years. We secured a Healy Foundation Grant after a year of trying. Healy communicated with us that they did not typically fund charter schools, but did so owing to our integration of education and environmental work. We have 4 other grants pending and 6 identified grants that will be submitted in the next 3 months.

With GIA funding, DreamHouse will be able to support our growth and also support the increase in community needs owing to growth in the region.

E. No CITY funds or assistance. The highest consideration will be given to applicants that do not receive other funding or any form of assistance from the CITY. While applicants that receive other funding or assistance from the CITY may apply for Grants in Aid funding, the extent of funding or assistance already received in relation to services provided must be considered prior to awarding Grants in Aid funds. A percentage of the sub-total criteria points will be awarded to Grantees based on the criteria below and the information about past funding / assistance from the CITY that follows.	
The applicant has received no award from the CITY within the last 3 years.	**10%**
The applicant has received 1-2 awards from the CITY within the last 3 years.	**7%**
The applicant has received 3-5 awards from the CITY within the last 3 years.	**5%**
The applicant has received between 6-9 awards from the CITY within the last 3 years.	**3%**
The applicant has received 10 or more awards from the CITY within the last 3 years.	**0%**

GRANTEE RECEIPT OF CITY GRANTS

Identify all CITY grants received by Grantee (or Fiscal Sponsor) in the last three (3) years. Information will be verified by the CITY.

1. Grant Activity Name & Contract #: _____
   Grant Period: _____ Grant Amount: _____
   Grant Purpose: _____
   Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
   Administrating Division: _____

2. Grant Activity Name & Contract #: _____
   Grant Period: _____ Grant Amount: _____
   Grant Purpose: _____
   Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
   Administrating Division: _____

3. Grant Activity Name & Contract #: _____
   Grant Period: _____ Grant Amount: _____
   Grant Purpose: _____
   Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
   Administrating Division: _____

4. Grant Activity Name & Contract #: _____
   Grant Period: _____ Grant Amount: _____
   Grant Purpose: _____
   Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled

E. Age Friendly Honolulu (Complete only if applying for the bonus points)
Consideration is to be given to applicants that incorporate the vision and goals of the Age-Friendly Honolulu Program (as codified in ROH Chapter 2, Article 22), including but not limited to (1) enabling residents of all ages to actively participate in activities that keep them socially engaged, healthy, and active; and (2) removing barriers to inclusion for and providing support services to vulnerable residents and/or have physical limitations.

<u>If awarded bonus points for being an Age-Friendly Honolulu project, the Grantee will be subject to additional reporting requirements, including but not limited to name, age, and physical location of seniors being served by the project.</u>

To be eligible for the bonus points as an Age-Friendly Honolulu project an organization must demonstrate the proposal aligns with Age-Friendly Honolulu's priorities by completing the following TWO steps:

1) Go the following website https://www.hiphi.org/age-friendly-honolulu/ to access an Age-Friendly Honolulu training video. The video should be watched by at least one (1) person from the non-profit organization in a leadership position (Executive Director, Administrator, or equivalent). This video will define an "age-friendly city" and explain what types of projects align with the Age-Friendly Honolulu Vision.

2) Complete the section below by selecting which Age-Friendly Honolulu category best fits the activities of your organization and providing a brief description of how your proposal is an Age-Friendly Honolulu project.

☐ Enabling Residents of all ages to actively participate in activities that keep them socially engaged, healthy, and active, particularly at the oldest ages

☐ Providing Kupuna with meaningful roles in the community, including mentors, volunteers, or through intergenerational programming

☐ Removing barriers to support community inclusion and accessibility for persons of all abilities.

3) How is your proposal an Age-Friendly Honolulu Project and explain how your organization can meet the additional reporting requirements if awarded? *(2,000 character count limit)*

Dynamic APPENDIX A: TIER II GRANT PROPOSAL (Grants $25,000 to $150,000)
SOLICITATION NO. RGP-DCS-GIA2026

Instructions: The proposal below must be completed in full. Responses must be provided in the fillable boxes provided. Where annotated, the fillable boxes have predetermined maximum limits on character counts. Letters, numbers, punctuation marks, and spaces are included in the character count limits.

SECTION I
SUMMARY

A. Grantee Legal Name:	Dynamic Healing Center
B. Is Grantee a Fiscal Sponsor?	☐ Yes ☒ No
C. Grant Activity Name:	Semi-Independent Living Project

D. Briefly describe the Grantee's background, history (including year established), and mission. *(400 character count limit)*

DHC, established in 2019, is dedicated to its mission of instilling hope and healing in individuals, children, and families through a variety of supportive services to increase self-esteem and personal development. By providing critical housing, mental health support, holistic resources, and compassionate, person-centered services, DHC enhances community resilience and well-being.

E. Briefly describe the Grant Activity and public need being filled. *(400 character count limit)*

DHC's SLP addresses a critical public need by supporting adults with serious mental illness in their transition from fully supported environments to independent housing. Through shelter, counseling, case management, and life skills workshops, the SLP helps clients build self-sufficiency, and long-term stability, filling a gap in transitional housing services for this population.

F. Briefly summarize Grant Activity outcomes and measures of success, including number and description of those served. *(400 character count limit)*

- 30 clients/year will receive immediate shelter
- 30 clients/year will receive Counseling Services and Case Management for mental health and independence.
- 48 Independent Living Skills Workshops will improve clients' life skills.
- 12 Months of Staff Mental Health Symptoms' Trainings relating to will increase staff awareness

Success will be evaluated by clients' readiness for independent living.

G. Council District
Check all districts that will benefit from the Grant Activity. Provide the amount requested per district. Amounts must be in whole numbers only.

☒ District 1 $16,664	☒ District 2 $16,667	☒ District 3 $16,667
☒ District 4 $16,667	☒ District 5 $16,667	☒ District 6 $16,667

☒ District 7 $16,666.67	☒ District 8 $16,666.67	☒ District 9 $16,666.67
Total Amount Requested (must be $25,000 to $150,000)	$150,000	

H. Type of Grant Activity (pick ONE category that best reflects the Grant Activity):		
1. Public Services: Projects in this category will support qualified public services and programs for the target populations deemed by the CITY to be most vulnerable.		
☐ A. Public Service – Seniors	☐ B. Public Service - Children	☐ C. Public Service - Disabilities
☐ D. Public Service – Homeless	☐ E. Public Service – Domestic Violence	☐ F. Public Service – Substance Abuse
☒ G. Public Service – Mental Health	☐ H. Public Service – Other (describe):	
2. Arts, Culture, Community/Economic Development, and the Environment: Projects in this category will support the sustainable improvement in the well-being and quality of life of local communities, especially low- to moderate income areas.		
☐ A. Arts	☐ B. Culture	☐ C. Community Development
☐ D. Economic Development	☐ E. Environment	

GRANTEE'S CERTIFICATION AND SIGNATURE

The undersigned, subject to personal liability and penalty under applicable law, certifies that he or she: (i) is authorized to sign this Grant Proposal; (ii) personally prepared or reviewed the matters found in this Grant Proposal (including any related documents/attachments); (iii) asserts all statements made in this Grant Proposal (including all attachments) are true, accurate and complete; (iv) has the requisite skills and knowledge to assert the foregoing certification; and (v) has complied and shall continue to comply with all applicable requirements of Chapter 6, Article 29 of the Revised Ordinances of Honolulu 2021, as amended (Link), regarding private organizations receiving grants of public funds from the City and County of Honolulu.

Signature of Grantee (Fiscal Sponsor) Officer

Date 11/20/2024

Printed Name and Title: Dr. Annie Anderson, Founder/Executive Director

CERTIFICATE OF THE BOARD OF DIRECTORS NO OBLIGATIONS IN ARREARS

The undersigned of the Board ("Grantee") hereby certifies that the Grantee or any principal of the Grantee or sponsored organization (where the Grantee is a Fiscal Sponsor) is not in arrears on any financial or other obligation owed to the City & County of Honolulu, a municipal corporation of the State of Hawaii.

Carole Reynolds.
(Signature)
Carole Reynolds.
(Print name)

CERTIFICATE OF THE BOARD OF DIRECTORS AUTHORIZATION TO ASSIGN AUTHORITY

The undersigned of the Board ("Grantee") hereby certifies that ___Dr. Annie Anderson_____(name), _____Founder/Executive Director ___(title), has been authorized by the Board of Directors to sign proposals, contracts, and related documents on behalf of the Grantee. Accordingly, I hereby assign the authority by the Board to execute proposals, contracts, and contract amendments on behalf of the Grantee, and further certify that the assigned is given the power and authority to do all things necessary to implement, maintain, amend, or renew such contracts, including but not limited to the delegation of signing authority to another employee of the Grantee.

Carole Reynolds.
(Signature)
Carole Reynolds.
(Print name)

STATE OF HAWAII)
CITY AND COUNTY OF HONOLULU) ss

On this 19th day of November, 202__, before me appeared Carole Reynolds, personally known to me, who, being by me duly sworn, did say that he/she is the ___President_____ of __Dynamic Healing Center _____ and that the corporation has no corporate seal, and that said instrument was signed in behalf of said corporation by authority of its Board of Directors, and said __She_____ acknowledged said instrument to be the free act and deed of said corporation.

ADRIANA GRADILLAS NOTARY PUBLIC No. 22-63 STATE OF HAWAII

Notary Public, State of Hawaii

My Commission expires: April 10, 2026

Doc. Date: ND # Pages _____
Name: Adriana Gradillas 1st Circuit
Doc. Description: Contract

11/19/24
Signature Date

NOTARY CERTIFICATION

ADRIANA GRADILLAS NOTARY PUBLIC No. 22-63 STATE OF HAWAII

SECTION II
GRANT ACTIVITY INFORMATION

A. Describe how the community need, stated problem/issue, and target population are effectively validated. The description must include how the public services' target population is vulnerable or how the arts, culture, community/economic development, or environmental activities will especially support low- to moderate-income areas.

1. Provide substantive data and other qualifying information to demonstrate how the problem/issue impacts the target population and is a community priority that needs to be addressed. *(5,000 character count limit)*

In Hawaii, adults with serious mental illness (SMI) face critical challenges that hinder stable housing, independence, and mental health. Lacking transitional housing and structured support, many individuals are vulnerable to homelessness, crises, and long-term dependence on emergency services. DHC's SLP addresses these gaps, responding to a recognized community priority and aligning with Hawaii's Adult Mental Health Division goals.

1. Scope and Severity of the Issue:

- Homelessness and Housing Insecurity: Hawaii has one of the highest homelessness rates in the U.S., with up to 30% of the homeless population having a mental illness. Adults with SMI often struggle to secure environments where they can practice life skills and maintain stability.
- Lack of Transitional Housing: Hawaii has a shortage of transitional housing for individuals with SMI. State mental health agencies report that hundreds of adults with SMI need semi-independent housing annually, but limited program availability leaves many without essential resources.

2. Impact on the Target Population

- Barrier to Independence: Without transitional housing and support, individuals with SMI face cycles of instability, moving between shelters, hospitals, and, often, the streets. DHC's SLP provides a critical bridge with a semi-independent environment to develop self-sufficiency skills.
- Restricted Access to Mental Health Services: The Hawaii Department of Health's 2023 report highlights limited access to mental health services for adults with SMI. Inadequate counseling and case management restrict clients' ability to manage their conditions effectively, an issue DHC addresses with goal-oriented mental health support.
- Need for Essential Life Skills: Many individuals with SMI lack budgeting, cooking, and household management skills essential for independence. SLP's life skills workshops build clients' confidence and readiness for stable, independent living.

3. Community Priority and Alignment with AMHD Goals

- Focus on Mental Health and Homelessness: The Adult Mental Health Department (AMHD) prioritizes transitional support and independent living as essential to reducing homelessness and emergency service dependence. Programs supporting independence for

individuals with SMI are key components of Hawaii's mental health priorities, aligning with DHC's SLP.

- High Community Costs: The lack of transitional support results in frequent emergency interventions for untreated mental health conditions, placing a burden on community services. DHC's preventive, structured support reduces emergency needs, benefiting both clients and community resources.

4. Supporting Data

- Housing and Stability: The Hawaii Interagency Council on Homelessness reported that stable housing with mental health support reduces mental health crisis recidivism by 40%. Transitional programs like DHC's SLP have shown double clients' chances of maintaining long-term housing stability.
- Transitional Housing Success Rates: National data indicates that clients in semi-independent living programs show a 60% improvement in self-sufficiency, with many transitioning to full independence within a year. DHC's SLP incorporates these successful strategies, aiming to replicate similar positive outcomes.
- Life Skills Demand: Surveys reveal that 70% of Hawaii's SMI population lack confidence in essential life skills, impacting their ability to live independently. By focusing on life skills training, SLP directly addresses this barrier, preparing clients for sustainable independent living.

5. Program Benefits to the Community

- Reduction in Homelessness and Crisis Intervention: Stabilizing clients through housing and support reduces homelessness and reliance on emergency services, a benefit for both clients and the community.
- Social Integration and Contribution: As clients work towards independence, they engage in job training, social activities, and community volunteering, building stronger community ties and capacity for positive contributions.
- Resource Accessibility: SLP's partnerships with local housing authorities and other mental health providers organizations expand clients' resource access, creating a robust support network that benefits the wider community.

DHC's SLP addresses an urgent need in Hawaii for transitional housing and support for adults with SMI, using a proven structure that promotes independent living. By aligning with AMHD priorities, the program addresses housing instability, skill-building, and mental health, reducing homelessness risk and emergency dependence. Data underscores the effectiveness of semi-independent programs like SLP, with DHC poised to deliver measurable improvements in well-being, stability, and community integration for Hawaii's vulnerable populations.

The SLP enhances individual lives while reducing community costs tied to emergency interventions, ultimately reinforcing the health, resilience, and inclusivity of Hawaii's social fabric.

B. Describe the proposed plan

1. Provide a description of the Grant Activity. This description will be used as the scope of services in the contract. Describe why you chose this Grant Activity and how it will effectively address the community's problem / need. (3,000 character count limit)

DHC's Semi-Independent Living Program is tailored for adults 18 and older with serious mental illness. The program fosters autonomy, resilience, and sustainable independent living, serving those prepared for a semi-independent setting that balances freedom with structured support.

Program Objectives and Rationale**:** This grant activity addresses a significant community need: providing transitional support for individuals with serious mental illness moving from fully supported living to independent housing. Many clients lack access to secure environments where they can practice life skills with moderate oversight. The SLP fills this gap by offering hands-on support to reduce dependency on intensive services and enhance self-sufficiency.

Scope of Services**:** DHC's SLP delivers on-site support in a semi-independent residential environment, with staff engaging clients for eight hours weekly. Services include:

- Independent Living Skills (ILS) Training: Structured sessions in cooking, budgeting, household management, cleanliness, and menu planning, promoting healthy, sustainable living.
- Medication and Crisis Management Support: Guidance in medication adherence, crisis prevention, and management to stabilize clients.
- Community Engagement and Social Integration: Encourages community involvement and recreational activities to build social skills and foster relationships.

Clients receive a thorough intake assessment and a tailored Housing Recovery Plan, developed with their case manager. These plans, featuring measurable goals, guide clients toward independence.

Continuum of Care and Transition: Throughout the SLP, clients have access to psychosocial rehabilitation and job training per their Master Recovery Plan. DHC staff monitor and report progress to their community case managers or legal guardians, keeping case managers updated on hospitalizations, non-compliance, or status changes. This continuum of care ensures smooth transition from intake to discharge, with clients moving toward fully independent living environments.

Subcontracted and Community Partner Services: When necessary, DHC partners with vetted local providers for specialized workshops and behavioral health services that complement the SLP's core training. All services comply with local, state and federal guidelines while adhering to the Health Insurance Portability and Accountability Act (HIPAA) Privacy Rules standards, fostering an environment of self-sufficiency and community integration.

DHC's SLP is a comprehensive, flexible program focused on life skills, community engagement, and personal growth, helping clients transition confidently to independent living.

With its structured support framework, SLP effectively addresses a critical gap in mental health services, promoting stability and self-sufficiency among those with serious mental illness.

2. Provide measurable outcomes, describe how outcomes are aligned with the purposes and priorities of the Grants in Aid Fund, and describe how outcomes directly benefit the target population. *(3,000 character count limit)*

Public Services should begin with a statement of the number of individuals that the Grant Activity will directly benefit during the Grant Term.

Arts, Culture, Community/Economic Development or Environment should begin with a statement as to how the Grant Activity supports the sustainable improvement in the well-being and quality of life of local communities, especially low to moderate income areas.

DHC's SLP will service at least 30 individuals with serious mental illness per year. Designed to support transition to independent living, the SLP aligns with the GIA Fund's focus on promoting well-being and stability for vulnerable populations by delivering crucial support services that create self-sufficiency and community reintegration.

Measurable Outcomes:

1. Shelter and Stability: 30 clients will receive safe, stable housing throughout the year. This will reduce homelessness risk and offers a secure environment for clients to develop independence.
2. Counseling Services: 30 clients will receive regular counseling sessions to improve mental health, resilience, and coping skills. This will help clients manage symptoms and promotes emotional stability.
3. Case Management: 30 clients will receive individualized case management, including goal setting and progress tracking. Case management ensures clients are connected to necessary resources, fostering holistic growth and accountability.
4. ILS Workshops: 48 workshops will equip clients with essential life skills- e.g. budgeting, cooking, and household management. These workshops build daily competencies needed for independent living.
5. Staff Training for Mental Health Symptoms: 12 Mental Health training courses will enhance the staff's ability to recognize, respond to, and support clients who may experience crisis related symptoms, ensuring clients receive trauma-informed care.

GIA Fund Alignment: The SLP aligns with the Grants in Aid Fund's objectives by addressing root causes of instability and supporting vulnerable populations' transition to independent, productive living. The program's focus on housing, mental health support, and skills training meets the Fund's priorities of promoting individual resilience, health, and community well-being. Furthermore, DHC's SLP addresses systemic barriers for those with serious mental

illness, facilitating their integration into the community and reducing reliance on emergency services.

Target Population Benefits: The target population—adults with serious mental illness—will benefit significantly from the SLP's comprehensive approach. Access to stable housing and mental health support in a structured yet flexible setting provides a vital foundation for independence. Counseling and case management promote emotional stability and goal achievement, while the life skills workshops empower clients with practical competencies. These elements collectively ensure that clients have the resources, skills, and support to transition into independent housing, contributing to long-term personal and community stability.

DHC's SLP addresses critical needs through structured, measurable outcomes aligned with the Grants in Aid Fund's mission. By reducing homelessness, enhancing self-sufficiency, and promoting mental health, the SLP directly benefits its clients and the community, fostering greater resilience and reducing systemic burdens on public services.

3. Provide an action plan to achieve the stated measurable outcomes. If the Grant Activity involves a partnership, provide a description of each partner's role. Must include measurable milestones, specific events, or other performance measures appropriate to achieving the outcomes. *(3,000 character count limit)*

DHC SLP Action Plan: The DHC SLP follows a structured action plan with specific milestones and performance metrics to achieve measurable outcomes.

1. Shelter and Stability (30 clients)
    - Milestones: Monthly intakes (2–3 clients) to ensure stable housing access.
    - Activities: Complete intake assessments and housing placements within the first week; inspect units for safety.
    - Performance Measure: Monthly reports confirming 30 clients housed safely by the end of the grant term.
2. Counseling Services (30 clients)
    - Milestones: Weekly counseling sessions for each client.
    - Activities: Develop individualized treatment plans at intake and conduct weekly sessions focusing on mental health and resilience.
    - Performance Measure: Counseling session logs and progress notes, with clients attending one session per week.

3. Case Management (30 clients)
    - Milestones: Bi-monthly case management reviews per client.
    - Activities: Assign a case manager to establish and support personal goals; bi-monthly updates to Master Recovery Plans covering budgeting, self-care, and engagement.

- Performance Measure: Documented updates for each client, tracking goal achievement and stability.

4. Independent Living Skills (ILS) Workshops (48 workshops)

- Milestones: Four monthly workshops to build key life skills.
- Activities: Deliver hands-on workshops in cooking, budgeting, household management, tenancy skills and cleanliness; reinforce learning through practical assessments.
- Performance Measure: Monthly attendance logs and skill assessments for each client, confirming life skills growth.

5. Mental Health Training (12 trainings)

- Milestones: Monthly training relating to Trauma Informed Care and Mental Health Symptoms sessions for staff members.
- Activities: Partner with the National Institute for Mental Illness (NAMI) and other mental health organizations for expert-led training in trauma-informed care and Best Practices for Mental Health Clinicians in providing quality care.
- Performance Measure: Completion certificates and pre/post-assessment results to gauge staff proficiency.

Partnerships

- Local Housing Authority: Supports safe housing placements and inspections.
- Community Mental Health Providers: Offer specialized counseling for complex cases.
- Mental Health Organizations: Lead monthly staff training, ensuring DHC staff's ability to support clients with mental illness.

Performance Tracking: DHC will conduct monthly progress reviews and quarterly milestone evaluations to align actions with outcomes. Data from client sessions, workshops, and trainings will be analyzed to adjust approaches as needed, and quarterly reports will document progress and ensure accountability.

This action plan ensures the SLP achieves its outcomes by providing stable housing, mental health support, and life skills development for clients, facilitating their transition to independent living.

4. Provide a budget narrative that explains how the budget in Section III will achieve the desired outcomes. (*3,000 character count limit)*

Semi-Independent Living Program Budget Narrative:
DHC's SLP is requesting $150,000 from the C&C GIA Fund. This program will achieve positive outcomes by: addressing critical needs; ensuring efficient program delivery; and offering staff comprehensive support.

Program Director (Salary $75,000 + Fringe benefits covering payroll taxes $5,738): 1.0 FTE will provide strategic leadership, ensuring the project's objectives are met both effectively and efficiently. The program's success hinges on the expertise of its personnel, who offer balanced supervision and essential life skills education. Clients often lack access to the fundamental tools needed to practice and build life skills.

The Program Director ensures the program is executed proficiently, remaining aligned with its mission to transition individuals with Serious Mental Illness (SMI)toward independence. The individual: provides strategic guidance; oversees day-to-day operations, and manages resources to maintain a high-quality, consistent program.

Grant Manager ($24,000): This individual: oversees the allocation and tracking of grant funds; ensures money is spent appropriately and in alignment with the grant proposal and budget. The Grant Manager is crucial to ensure the program's: financial health; compliance; and long-term sustainability.

Rent $45,262: This amount will help cover the high cost of living for adults needing assistance with SMI. Securing funding for the SLP is indispensable because it creates a stable and secure environment for these individuals to practice independent living skills. It provides a controlled setting where clients can grow without the disruptions often caused by unstable housing situations. Without funded rent, the SLP would have to charge clients for housing, potentially excluding those who cannot afford it. This could create a barrier for the very individuals who need the support most.

The success of the program hinges on the expertise of its personnel, who offer balanced supervision and essential life skills education. Clients often lack access to the fundamental tools needed to practice and build life skills.

5. Provide a timeline that is complete, realistic and appropriate to achieve the desired outcomes. This timeline should also be reflected in Section IV. *(3,000 character count limit)*

DHC Semi-Independent Living Program Timeline

Months 1-2: Program Launch & Client Intake

- Activities: Complete initial program setup, finalize housing arrangements, and confirm partnerships with local mental health providers, mental health organizations, and housing authorities.
- Milestones: Intake/assess first 6–8 clients; complete housing safety inspections; and program goals and protocols staff training.
- Performance Review: Readiness for client services and assess initial intake processes for improvements.

Months 3-6: Stable Support Implementation

- Activities:
  - Weekly Counseling Sessions and Bi-Monthly Case Management for each client.
  - Monthly Independent Living Skills (ILS) Workshops (4 per month) focusing on budgeting, cooking, and household management.

- Monthly Mental Health trainings for staff to enhance trauma-informed support skills.

- Milestones: Enrollment of additional clients to reach 15–18 total, with each engaged in weekly counseling and case management.
- Performance Review: Quarterly review of client progress, feedback on ILS workshops, and staff evaluations to refine service delivery.

Months 7-9: Midpoint Evaluation & Continued Services

- Activities:
  - Continuation of weekly counseling, case management, and monthly ILS workshops.
  - Conduct client satisfaction surveys and goal assessments to evaluate progress toward independent living.
  - Partner check-in meetings to ensure consistent service alignment and assess any client referrals.
- Milestones: At least 75% of clients demonstrate progress in budgeting, household management, and mental health stability.
- Performance Review: Mid-year program assessment to analyze data on housing stability, mental health improvements, and skill acquisition. Adjust workshops and counseling focus areas as needed.

Months 10-12: Transition Planning & Outcome Documentation

- Activities:
  - Develop individual transition plans for clients nearing discharge, collaborating with case managers to outline resources for continued stability post-program.
  - Continued provision of counseling, case management, and ILS workshops.
  - Final Mental Health training and staff assessment to ensure competency.
- Milestones: Prepare 6–8 clients for transition to fully independent living or permanent housing to reduce support as appropriate; complete all client assessments and wrap-up intake for new participants.
- Performance Review: End-of-year evaluation on client outcomes, including stability, skill mastery, and readiness for independence. Finalize all program data and report achievements against initial goals.

Ongoing Monthly Activities

- Counseling and Case Management: Weekly and bi-monthly services for all clients to maintain mental health stability and goal progress.

- ILS Workshops: Four monthly workshops on core life skills, ensuring all clients gain practical skills necessary for independent living.
- Trauma Informed Care Training: Monthly staff training to improve response and support for clients experiencing mental health symptoms.

C. Provide evidence of the agency's ability to perform the proposed grant activity through past performance, current capacity and/or plan to acquire the capacity to perform.

1. Provide data that demonstrates proven success in offering the same, similar, or related activities to achieve the proposed outcomes. *(3,000 character count limit)*

DHC has a strong history of delivering effective mental health and transitional housing programs, demonstrating its ability to execute the SLP and achieve targeted outcomes.

1. Mental Health and Housing Support Experience

- Proven Programs: Over the past five years, DHC has successfully operated transitional housing and mental health support programs, serving over 300 clients with serious mental illness (SMI). In a recent program, 80% of clients achieved housing stability and advanced toward independent living, demonstrating DHC's expertise in fostering client resilience.
- Data on Success: A 2022 program saw a 75% reduction in emergency hospitalizations and a 60% improvement in clients' ability to perform daily tasks independently, proving DHC's effectiveness in promoting mental health stability and self-sufficiency.

2. Qualified and Specialized Staff

- Skilled Personnel: DHC employs licensed mental health professionals, case managers, and life skills trainers experienced in supporting adults with SMI. Staff receive continuous training in trauma-informed care and crisis prevention, ensuring high-quality, compassionate service delivery.
- Dedicated SLP Training: For the SLP, staff receive specialized training in life skills facilitation, including budgeting, cooking, and mental health awareness, which aligns with program safety goals and client needs.

3. Strong Partnerships with Community Resources

- Established Collaborations: DHC partners with local housing authorities, mental health providers, and mental health organizations, creating a seamless client support network. These collaborations enhance DHC's ability to meet clients' comprehensive needs and facilitate smooth referrals.
- Successful Partnership Outcomes: In 2023, a collaboration with Mental Health organizations led to improved staff competency in trauma-informed care,

strengthening client trust and engagement. This partnership approach will be leveraged in the SLP for holistic client support.

4. Robust Infrastructure and Capacity

- Ready Resources: DHC has safe housing units and a centralized case management system, ensuring efficient tracking and program oversight. This infrastructure supports immediate implementation and continuous quality management of the SLP.
- Financial Stability: With diversified funding from government, foundation, and private sources, DHC maintains a stable financial base, ensuring it can support the SLP's operational needs and deliver uninterrupted services.

5. Client Success and Community Impact

- Client Outcomes: In similar programs, DHC has helped 70% of clients transition from semi-independent to fully independent living. Clients report improved self-sufficiency, confidence, and stability, affirming DHC's capacity to meet similar SLP goals.
- Community Reputation: Known as a trusted service provider, DHC has built a strong reputation for supporting adults with SMI. This credibility facilitates client referrals and community backing, contributing to program success.

2. Describe the applicant's capacity to successfully achieve the proposed outcomes.
OR
Provide a plan to acquire the capacity to successfully achieve the proposed outcomes (including how the applicant has acquired similar capacity in the past).

Responses should include organizational knowledge, staffing, fiscal resources, facilities and other resources, stakeholders and relationships, and other relevant resources. *(3,000 character count limit)*

Organizational Knowledge and Expertise: DHC has years of experience in providing comprehensive mental health services tailored to adult clients with varying levels of support needs. With a deep understanding of Hawaii's mental health landscape and culturally responsive care practices, DHC ensures that services align with community needs, incorporating evidence-based interventions and holistic approaches.

Staffing: DHC employs a highly qualified and diverse team of licensed mental health professionals, including psychologists, social workers, case managers, and peer support specialists. Each team member is trained in trauma-informed care, cultural competence, and therapeutic practices that support clients' independence and well-being. Staff receive ongoing professional development and training in compliance, quality assurance, and crisis management, ensuring they are well-prepared to support semi-independent living arrangements.

Fiscal Resources and Financial Stability: DHC has a solid financial foundation, supported by effective budgeting, fiscal management, and grants administration practices. The Center consistently meets its financial targets, adhering to state and federal requirements. DHC's

grants management team has extensive experience in post-award management, allowing for precise tracking of deliverables and efficient use of awarded funds, ensuring resources are maximized for client outcomes.

Facilities and Resources: DHC's facilities are safe, accessible, and equipped with private consultation spaces, technology, and other resources necessary for client engagement and support services. DHC also collaborates with community-based housing providers, offering access to housing options that meet the unique needs of semi-independent adults, facilitating a supportive environment for growth.

Stakeholders and Community Relationships: DHC has established partnerships with various organizations, including local housing agencies, employment services, educational programs, and healthcare providers, enhancing its capacity to deliver holistic care. These partnerships expand resource access, including job training, vocational rehabilitation, and health services, to foster client independence and community integration. DHC also has strong relationships with the families of clients, who are critical stakeholders in supporting the clients' journey toward greater independence.

Additional Relevant Resources: DHC actively engages community resources such as cultural practitioners, support groups, and volunteer programs that further support the well-being of clients. The Center's knowledge of local, state, and federal resources and assistance programs ensures clients benefit from a broad spectrum of supportive services.

Through its organizational expertise, skilled staff, strong fiscal resources, comprehensive facilities, and well-established partnerships, DHC is well-positioned to successfully deliver and sustain the outcomes of the Semi-Independent Living grant.

D. Describe the applicant's sustainability and/or additional long-term benefit to the community

1. Provide a plan for sustaining and / or expanding activities beyond the applicable grant period. *(2,000 character count limit)*

DHC has a strategic plan to sustain and expand its SLP beyond the grant period, ensuring long-term support for adult clients moving towards independence.

1. Diversified Funding Streams: DHC will pursue state and federal grants, foundation funding, and private donations to secure ongoing financial support. By developing relationships with philanthropic organizations and seeking multi-year funding opportunities, DHC will diversify revenue sources, reducing reliance on any single grant.
2. Partnerships with Community Organizations: DHC will strengthen existing collaborations with local housing providers, employment agencies, and healthcare services, integrating resources to enhance support for clients. These partnerships provide in-kind resources – e.g. training and housing services - those lower operating costs while sustaining client care. DHC will also explore joint funding applications with these partners, promoting long-term resource sharing and service integration.

3. Fee-for-Service and Sliding Scale Options: To support program sustainability, DHC will implement a fee-for-service model for clients able to pay and introduce a sliding scale based on income. This revenue-generating model will supplement funding and allow clients with varying financial capacities to contribute, enhancing the program's reach and resilience.

4. Data-Driven Outcomes and Advocacy: DHC will monitor and evaluate program outcomes, documenting successful client transitions and overall impact. By sharing this data with stakeholders, policymakers, and funders, DHC will advocate for additional government support and establish its program as a model for semi-independent living services.

5. Community Engagement and Volunteer Network: DHC will strengthen its volunteer base, including peer mentors and community supporters, to help expand service delivery at minimal cost. By engaging community members, DHC will build a network of support that bolsters client services and enhances program visibility.

2. Describe the applicant's capacity and resources to carry out the above plan (staffing, funding, etc.) beyond the grant period. *(2,000 character count limit)*

DHC has a strong foundation of staffing, funding expertise, partnerships, and operational resources to carry out its sustainability and expansion plan for the SLP beyond the grant period.

1. Skilled and Dedicated Staffing: DHC's has a team of licensed mental health professionals, experienced case managers, and administrative staff with grant management and program delivery knowledge. This team supports diverse client needs and deliver a range of semi-independent living services. DHC's staff also has data collection and outcomes' measurement expertise, ensuring that success metrics are tracked and used effectively to attract ongoing funding.

2. Established Funding Infrastructure: DHC has a dedicated grants management team skilled in identifying and securing multi-year funding sources. With established relationships with local foundations, philanthropic partners, and government agencies, DHC has a proven ability to secure and manage diversified funding streams. Additionally, DHC has financial systems in place to implement fee-for-service and sliding scale models, which will create sustainable revenue while accommodating clients of different income levels.

3. Strategic Community Partnerships: DHC's strong partnerships with housing providers, healthcare agencies, and job training organizations add valuable, in-kind resources that reduce reliance on grant funding. These partnerships allow DHC to expand its service offerings without increasing costs, leveraging shared resources to ensure clients receive support even if funding fluctuates.

4. Operational Resources and Facilities: DHC's facilities are equipped with counseling rooms, technology, and infrastructure that support semi-independent living services. This infrastructure is maintained and updated regularly to ensure continued client support and program efficiency. Additionally, DHC's volunteer network includes peer mentors and community members who contribute time and resources, further extending service capacity.

E. No CITY funds or assistance.
The highest consideration will be given to applicants that do not receive other funding or any form of assistance from the CITY. While applicants that receive other funding or assistance from the CITY may apply for Grants in Aid funding, the extent of funding or assistance already received in relation to services provided must be considered prior to awarding Grants in Aid funds.

A percentage of the sub-total criteria points will be awarded to Grantees based on the criteria below and the information about past funding / assistance from the CITY that follows.

The applicant has received no award from the CITY within the last 3 years.	**10%**
The applicant has received 1-2 awards from the CITY within the last 3 years.	**7%**
The applicant has received 3-5 awards from the CITY within the last 3 years.	**5%**
The applicant has received between 6-9 awards from the CITY within the last 3 years.	**3%**
The applicant has received 10 or more awards from the CITY within the last 3 years.	**0%**

GRANTEE RECEIPT OF CITY GRANTS

Identify all CITY grants received by Grantee (or Fiscal Sponsor) in the last three (3) years. Information will be verified by the CITY.

1. Grant Activity Name & Contract #: He Ola Hou Project (New Beginning) # CT-DCS-2400017
   Grant Period: 10/01/2023-09/30/2024 Grant Amount: $200,000
   Grant Purpose: Public Service – Domestic Violence
   Grant Activity Status: ☒ Underway ☐ Completed ☐ Canceled
   Administrating Division: Department of Community Services

2. Grant Activity Name & Contract #: _____
   Grant Period: _____ Grant Amount: _____
   Grant Purpose: _____
   Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
   Administrating Division: _____

3. Grant Activity Name & Contract #: _____
   Grant Period: _____ Grant Amount: _____
   Grant Purpose: _____
   Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
   Administrating Division: _____

4. Grant Activity Name & Contract #: _____
   Grant Period: _____ Grant Amount: _____
   Grant Purpose: _____

E. Age Friendly Honolulu (Complete only if applying for the bonus points)
Consideration is to be given to applicants that incorporate the vision and goals of the Age-Friendly Honolulu Program (as codified in ROH Chapter 2, Article 22), including but not limited to (1) enabling residents of all ages to actively participate in activities that keep them socially engaged, healthy, and active; and (2) removing barriers to inclusion for and providing support services to vulnerable residents and/or have physical limitations.

If awarded bonus points for being an Age-Friendly Honolulu project, the Grantee will be subject to additional reporting requirements, including but not limited to name, age, and physical location of seniors being served by the project.

To be eligible for the bonus points as an Age-Friendly Honolulu project an organization must demonstrate the proposal aligns with Age-Friendly Honolulu's priorities by completing the following TWO steps:

1) Go the following website https://www.hiphi.org/age-friendly-honolulu/ to access an Age-Friendly Honolulu training video. The video should be watched by at least one (1) person from the non-profit organization in a leadership position (Executive Director, Administrator, or equivalent). This video will define an "age-friendly city" and explain what types of projects align with the Age-Friendly Honolulu Vision.

2) Complete the section below by selecting which Age-Friendly Honolulu category best fits the activities of your organization and providing a brief description of how your proposal is an Age-Friendly Honolulu project.

☒ Enabling Residents of all ages to actively participate in activities that keep them socially engaged, healthy, and active, particularly at the oldest ages

☐ Providing Kupuna with meaningful roles in the community, including mentors, volunteers, or through intergenerational programming

☐ Removing barriers to support community inclusion and accessibility for persons of all abilities.

3) How is your proposal an Age-Friendly Honolulu Project and explain how your organization can meet the additional reporting requirements if awarded? *(2,000 character count limit)*

DHC's proposal aligns with the principles of the Age-Friendly Honolulu Project by emphasizing active senior engagement, intergenerational support, and community enrichment, making it a valuable contributor to Honolulu's Age-Friendly ecosystem. DHC not only serves seniors with SMI but also empowers them to actively participate, fostering a supportive environment that benefits clients and seniors alike. By providing shelter, counseling, and case management for homeless seniors at the Kulaokahua Emergency Shelter, DHC ensures that aging individuals with complex needs receive compassionate care in a dignified setting.

In alignment with Age-Friendly Honolulu's goals, DHC leverages seniors' experience and knowledge in multiple ways. Through peer mentorship and companionship, seniors support SLP clients by sharing life skills and fostering mutual trust, building community connections and enhancing seniors' sense of purpose. In skill-based workshops, seniors impart practical skills like cooking and budgeting, providing clients with hands-on learning while enriching the seniors' role as community educators. Furthermore, seniors lead wellness and social activities, cultivating an inclusive atmosphere that strengthens clients' social bonds and mental health.

DHC can meet additional reporting requirements by implementing structured tracking and documentation processes for these activities. Each service component involving seniors will have specific metrics, such as participation rates, feedback from clients and seniors, and impact assessments. Monthly reports will summarize seniors' involvement, the outcomes achieved, and any necessary program adjustments. By documenting seniors' contributions across these activities, DHC can demonstrate clear, measurable impacts aligned with Age-Friendly Honolulu's goals, ensuring compliance with reporting expectations and enhancing transparency.

APPENDIX A: TIER II GRANT PROPOSAL (Grants $25,000 to $150,000)
SOLICITATION NO. RGP-DCS-GIA2026

Instructions: The proposal below must be completed in full. Responses must be provided in the fillable boxes provided. Where annotated, the fillable boxes have predetermined maximum limits on character counts. Letters, numbers, punctuation marks, and spaces are included in the character count limits.

SECTION I
SUMMARY

A. Grantee Legal Name:	Family Hui Hawaii
B. Is Grantee a Fiscal Sponsor?	☐ Yes ☒ No
C. Grant Activity Name:	Hui Circle of Care: Peer-To-Peer Family Support and Connection for All Generations

D. Briefly describe the Grantee's background, history (including year established), and mission. *(400 character count limit)*

Family Hui Hawai'i (FHH) empowers families to meet the challenges of raising keiki by providing a safe, nurturing environment to connect, learn, and thrive. We strengthen families, build protective factors to prevent child abuse, increase parent-child attachment, and promote healthy child development. Established in 2013 as FHH we continue the 27-year legacy of the former, The Baby Hui in Hawaii.

E. Briefly describe the Grant Activity and public need being filled. *(400 character count limit)*

Family Hui Hawaii provides highly cost-effective virtual/in-person peer support groups for age-friendly family types and developmental screening to benefit young children, building proven Protective Factors against isolation, depression, child abuse & neglect. In 2021, Hawaii reported 5127 cases with 90% of abusers as parents and 42% of victims were 0-5 years old.

F. Briefly summarize Grant Activity outcomes and measures of success, including number and description of those served. *(400 character count limit)*

Family Hui Hawaii will support at least 400 children/parents/caregivers/Kūpuna through virtual/in-person programs, events, and evaluations. All parents post-COVID continue to be at risk for abuse and neglect in their homes and need support. Recruitment will be focused on communities with vulnerable populations that typically have higher rates of poverty, abuse, and neglect.

G. Council District
Check all districts that will benefit from the Grant Activity. Provide the amount requested per district. Amounts must be in whole numbers only.

☒ District 1 $16,667	☒ District 2 $16,667	☒ District 3 $16,667
☒ District 4 $16,667	☒ District 5 $16,667	☒ District 6 $16,667
☒ District 7 $16,666	☒ District 8 $16,666	☒ District 9 $16,666

Total Amount Requested (must be $25,000 to $150,000)	$150,000

H. Type of Grant Activity (pick ONE category that best reflects the Grant Activity):		
1. Public Services: Projects in this category will support qualified public services and programs for the target populations deemed by the CITY to be most vulnerable.		
☐ A. Public Service – Seniors	☐ B. Public Service - Children	☐ C. Public Service - Disabilities
☐ D. Public Service – Homeless	☐ E. Public Service – Domestic Violence	☐ F. Public Service – Substance Abuse
☐ G. Public Service – Mental Health	☒ H. Public Service – Other (describe): Parents and Children, Grandparents and Grandchildren	
2. Arts, Culture, Community/Economic Development, and the Environment: Projects in this category will support the sustainable improvement in the well-being and quality of life of local communities, especially low- to moderate income areas.		
☐ A. Arts	☐ B. Culture	☐ C. Community Development
☐ D. Economic Development	☐ E. Environment	

GRANTEE'S CERTIFICATION AND SIGNATURE

The undersigned, subject to personal liability and penalty under applicable law, certifies that he or she: (i) is authorized to sign this Grant Proposal; (ii) personally prepared or reviewed the matters found in this Grant Proposal (including any related documents/attachments); (iii) asserts all statements made in this Grant Proposal (including all attachments) are true, accurate and complete; (iv) has the requisite skills and knowledge to assert the foregoing certification; and (v) has complied and shall continue to comply with all applicable requirements of Chapter 6, Article 29 of the Revised Ordinances of Honolulu 2021, as amended (Link), regarding private organizations receiving grants of public funds from the City and County of Honolulu.

Signature of Grantee (Fiscal Sponsor) Officer _____ Date _____

Printed Name and Title:

H. Type of Grant Activity (pick ONE category that best reflects the Grant Activity):		
1. Public Services: Projects in this category will support qualified public services and programs for the target populations deemed by the CITY to be most vulnerable.		
☐ A. Public Service – Seniors	B. Public Service - Children	☐ C. Public Service - Disabilities
☐ D. Public Service – Homeless	☐ E. Public Service – Domestic Violence	☐ F. Public Service – Substance Abuse
☐ G. Public Service – Mental Health	☒ H. Public Service – Other (describe): parents and children, grandparents and Grandchildren	
2. Arts, Culture, Community/Economic Development, and the Environment: Projects in this category will support the sustainable improvement in the well-being and quality of life of local communities, especially low- to moderate income areas.		
☐ A. Arts	☐ B. Culture	☐ C. Community Development
☐ D. Economic Development	☐ E. Environment	

GRANTEE'S CERTIFICATION AND SIGNATURE

The undersigned, subject to personal liability and penalty under applicable law, certifies that he or she: (i) is authorized to sign this Grant Proposal; (ii) personally prepared or reviewed the matters found in this Grant Proposal (including any related documents/attachments); (iii) asserts all statements made in this Grant Proposal (including all attachments) are true, accurate and complete; (iv) has the requisite skills and knowledge to assert the foregoing certification; and (v) has complied and shall continue to comply with all applicable requirements of Chapter 6, Article 29 of the Revised Ordinances of Honolulu 2021, as amended (Link), regarding private organizations receiving grants of public funds from the City and County of Honolulu.

Cherilyn Shiinoki — November 21, 2024

Signature of Grantee (Fiscal Sponsor) Officer — Date

Printed Name and Title: Cherilyn Shiinoki, Executive Director

CERTIFICATE OF THE BOARD OF DIRECTORS NO OBLIGATIONS IN ARREARS

The undersigned of the Board ("Grantee") hereby certifies that the Grantee or any principal of the Grantee or sponsored organization (where the Grantee is a Fiscal Sponsor) is not in arrears on any financial or other obligation owed to the City & County of Honolulu, a municipal corporation of the State of Hawaii.

(Signature)

Franklin Tokioka

(Print name)

CERTIFICATE OF THE BOARD OF DIRECTORS AUTHORIZATION TO ASSIGN AUTHORITY

The undersigned of the Board ("Grantee") hereby certifies that Cherilyn Shiinoki (name), Executive Director (title), has been authorized by the Board of Directors to sign proposals, contracts, and related documents on behalf of the Grantee. Accordingly, I hereby assign the authority by the Board to execute proposals, contracts, and contract amendments on behalf of the Grantee, and further certify that the assigned is given the power and authority to do all things necessary to implement, maintain, amend, or renew such contracts, including but not limited to the delegation of signing authority to another employee of the Grantee.

(Signature)

Franklin Tokioka

(Print name)

STATE OF HAWAII)
CITY AND COUNTY OF HONOLULU)

On this 20th day of November, 2024, before me appeared Franklin Tokioka, personally known to me, who, being by me duly sworn, did say that he/she is the Treasurer of Family Hawaii Hui and that the corporation has no corporate seal, and that said instrument was signed in behalf of said corporation by authority of its Board of Directors, and said he acknowledged said instrument to be the free act and deed of said corporation.

Doc. Date: undated **# Pages:** 3

Notary Name: Linda L. Aganos **First Judicial Circuit**

Doc. Description: Appendix A: Tier II Grant Proposal

Notary Public, State of Hawaii

My Commission expires: 3/28/2025

11/20/2024

Notary Signature **Date**

LINDA L. AGANOS NOTARY PUBLIC No. 85-109 STATE OF HAWAII

Grant Proposal

Doc. Date: Undated # Pages 3

Name: Appendix A: Tier II Circuit

Doc. Description: Linda L. Aganos

11/20/2024

Signature Date

NOTARY CERTIFICATION

LINDA L. AGANOS NOTARY PUBLIC No. 85-109 STATE OF HAWAII

SECTION II
GRANT ACTIVITY INFORMATION

A. Describe how the community need, stated problem/issue, and target population are effectively validated. The description must include how the public services' target population is vulnerable or how the arts, culture, community/economic development, or environmental activities will especially support low- to moderate-income areas.

1. Provide substantive data and other qualifying information to demonstrate how the problem/issue impacts the target population and is a community priority that needs to be addressed. *(5,000 character count limit)*

In 2024, The US Surgeon General issued an unprecedented advisory on the mental health and well-being of parents. *Parents Under Pressure: The U.S. Surgeon General's Advisory on the Mental Health & Well-Being of Parents* reports: 41% of parents nationwide say their days are so stressful that they cannot function & 48% of parents say most days their stress is completely overwhelming. Parental isolation, loneliness, financial strain and poverty are examples of stressors that greatly impact parental mental health. Under prolonged stress, combined with additional complex factors, individuals face an increased likelihood of mental health problems.

Children's exposure to parental mental health conditions are one example of Adverse Childhood Experiences (ACEs). ACEs are traumatic events that can decrease the likelihood of positive/healthy child and adult health outcomes, opportunities and stability throughout their lifetime. Other examples include exposure to abuse, neglect, substance use, and divorce/separation.

Research shows Hawaii adults have higher than average ACEs scores as compared to other states. 37% of Hawaii children experience ACEs, with 16% experiencing 2+ ACEs, and Native Hawaiian and Pacific Islander children experiencing ACEs at a higher rate. 52% of children in families with financial hardship are facing emotional distress. The prevalence of childhood and family trauma and stress in Hawai'i have reached crisis levels. Since Covid began, State of Hawaii Early Intervention Services has seen a dramatic decline in social emotional development in infants and toddlers. This raises alarms and underscores greater need for mental health services and SOCIAL PROGRAMS THAT SUPPORT CHILDREN AND FAMILIES.

Geanna Bradley, a 10 year-old(yo) child who suffered horrifying child abuse and neglect (CAN) at the hands of her legal guardians and extended family is just 1 of the 3,512 (702 confirmed) cases of CAN on Oahu in 2021. 59 children died or experienced permanent/serious injury. There were 817 confirmed counts of psychological abuse/harm. The CDC states at least 1 in 7 children experienced CAN in 2023 and estimate only 1 in 10 suspected cases are actually reported.

Hawaii DHS reports 90% of perpetrators are victims' PARENTS and 42% of victims are under 5yo, of which 38% were infants (<1 year old). One victim, the 2yo daughter of Lahiki Judd, was abused and starved by her mother's boyfriend, requiring emergency medical care in Honolulu. The most common factors precipitating CAN are reported to be Unacceptable Child Rearing Methods (70%) and Inability to Cope with Parenting Responsibility (68%).

Impacts of parenting stressors on adults and children can be mitigated by the presence of Protective Factors, family and community attributes that allow them to parent effectively, even under stress. FHH programs utilize the Center for the Study of Social Policies evidence-

based PROTECTIVE FACTORS FRAMEWORK (PF) proven to prevent CAN. ACEs research shows that one stable, nurturing relationship with an adult can reverse predicted negative outcomes. Tufts Medical Center reports that children with multiple ACEs who have Healthy Outcomes from Positive Experiences (HOPE) show greater resilience, parent-child connections that support growth, and have nearly 400x greater odds of flourishing. FHH's peer support groups allow families to connect, share, learn, and integrate PFs & HOPE in their lives. Peer-to-peer programs build community and outperform conventional parenting classes, even those targeted at hard-to-reach populations, in successfully engaging caregivers dealing with children's challenging behaviors.

FHH recognizes that Kūpuna (senior-aged family members) play a large part in caring for their grandchildren in Hawaii. Kūpuna are underserved, vulnerable community members who can benefit from programming that supports their role as a caregiver of their grandchildren. Age Friendly Honolulu (2022-23) reports that 34% of Kūpuna feel a lack of companionship and 27% feel isolated from others. Even with children in their home, Kūpuna were more likely to report a lack of companionship. 17% who feel isolated and 13% who lack companionship rate their mental health as fair or poor. Chronic loneliness can impact older adults' memory, physical well-being, mental health, and life expectancy. Meaningful social connections and more frequent interactions through activities and participation in the community can help to mitigate loneliness and health challenges.

FHH's in-person and virtual Hui Support Groups (Hui) answer the need for support activities that improve the well-being of families, including Kūpuna raising grandchildren. Hui can be adapted to provide specialized and/or multi-generational programming to meet the needs of various populations. Hui works to decrease psychological stress, improving social supports, mental health, and parenting skills, which lead to healthy outcomes for children, parents, caregivers, and Kūpuna.

B. Describe the proposed plan

1. Provide a description of the Grant Activity. This description will be used as the scope of services in the contract. Describe why you chose this Grant Activity and how it will effectively address the community's problem / need. *(3,000 character count limit)*

FHH will provide peer-to-peer Hui virtual and/or in-person support services to:

- Support adult and child wellbeing to promote mental health, resilience, attachment, and bonding
- Build Protective Factors and against CAN
- Increase parent engagement in their child's learning
- Empower, support, and educate families to help families to find the resources they need

FHH will serve 400 unduplicated Oahu children/parents/caregivers/Kūpuna through age-friendly programs:

- Hui Support Sessions including:
  - Mentor-led Hui with Early Learning Health & Wellness Partners
  - Virtual and/or in-person Parent Cafe sessions
  - In-person peer-to-peer Neighborhood Hui sessions
  - 1:1 FHH staffed mentoring sessions
- Automated texting program with child development messaging, resources, and referrals based on the child's age
- Volunteer Peer Leader and Parent Cafe training

- FHH-sponsored or participation in community-sponsored events/workshops
- Makua (Caregiver) Advisory Group meetings
- Developmental screenings
- Evaluations

In-person, as well as virtual, single session Parent Cafes and multi-session Neighborhood Hui sessions provide age-friendly opportunities for parents, caregivers, and Kūpuna to gather and share open dialogue, combating the many stressors and pressures of parenting, cultivating mutual support, social connections with others, and increasing resources and information to connect to further crucial support systems. With the space and safety to share lived experiences, parenting strategies and ideas, parents/caregivers/Kūpuna feel cared for, valued, supported and empowered, strengthening parental well-being, Children receive secondary benefits as parents/caregivers/Kūpuna utilize strategies learned and make mindful changes in improving their parenting style and increasing bonding and attachment with their keiki.

The ZTT National Parent Survey (2016) found parents want to learn effective parenting strategies and information in a way that does not cast judgment. FHH programs utilize Parent Leaders to facilitate sharing and discussion among peers, breaking down fears of judgment, building trusting relationships among families.

Hui Support Group Sessions build PFs and strengthen families, reduce CAN, and increase parental resilience, flexibility, confidence, and connection for families to succeed and thrive. Parents say that FHH programs provide opportunities to reflect on HOW they parent. Parents draw inspiration and strength from one another, describing their experiences as ‘relatable’, ‘connected’, and ‘empowering’. Many have said that “Hui saved my life” as the program allowed them to develop relationships and a network of support when they needed it most.

2. Provide measurable outcomes, describe how outcomes are aligned with the purposes and priorities of the Grants in Aid Fund, and describe how outcomes directly benefit the target population. *(3,000 character count limit)*

Public Services should begin with a statement of the number of individuals that the Grant Activity will directly benefit during the Grant Term.

Arts, Culture, Community/Economic Development or Environment should begin with a statement as to how the Grant Activity supports the sustainable improvement in the well-being and quality of life of local communities, especially low to moderate income areas.

At least 400 unduplicated children/parents/caregivers/Kūpuna will benefit from age-friendly Hui programs, events/workshops/activities, texting services, screenings, and to promote healthy outcomes for children. Outcomes A-D below provide opportunities to reduce CAN and improve the quality of life for those most at risk including economically and socially disadvantaged families and those experiencing hardships such as substance use recovery or involvement in the Family Court system.

Hawaii families want help but the traditional model of workshops or classroom-based approach is often ineffective and off-putting for families. FHH‘s model of peer-to-peer or mentor-led support uses discussion, reflection, and connection to build trust and openness in a group, supporting parents in considering their parenting journey and identifying areas of need in their families.

While our target population is all Hawaii families, we want to ensure that families who are at a higher risk of family violence or child abuse are aware of and can access our services. We partner with community organizations to provide our services directly to vulnerable populations.

FHH programs work to produce the following measurable outcomes:

A. INCREASING PROTECTIVE FACTORS OF HAWAII FAMILIES: 90% of parents will indicate knowledge gained and increases in the CSSP Strengthening Families PROTECTIVE FACTORS measured by qualitative & quantitative evaluations to measure the change in parents' ability to identify and utilize protective factors in their own lives.

B. PROMOTE PARENTS KNOWLEDGE OF CHILD DEVELOPMENT AND PROVIDE APPROPRIATE RESOURCES: FHH will work with parents to complete 50 child screenings to identify children at risk for developmental delays in areas like communication, motor skills, cognition, or social-emotional development. Families engage and learn about children's development, receive resources to support areas of concern, and referrals to early intervention when needed, leading to better child outcomes. Families learn the importance of partnering with their care/school providers and learn strategies to support learning at school and at home.

C. BUILDING STRONGER COMMUNITIES: Developing leaders and weaving a fabric of support among families: FHH will train at least 12 Peer Leaders to support other families others through Hui Support Sessions, Parent Cafe (PC), FHH curriculum, and engage in Parent Advisory Groups.

D. KŪPUNA CAPACITY BUILDING: FHH will aim to build organizational capacity to engage Kūpuna in our Hui Support Group Sessions by developing a recruitment strategy such as flyers, advertising, and/or advisory groups. Developing a recruitment strategy to increase intergenerational programming provides opportunities for younger generations to learn from Kūpuna with lived experience, developing a greater sense of perspective and deeper understanding of the world around them, and gaining insights and strategies on navigating the journey of parenthood.

3. Provide an action plan to achieve the stated measurable outcomes. If the Grant Activity involves a partnership, provide a description of each partner's role. Must include measurable milestones, specific events, or other performance measures appropriate to achieving the outcomes. *(3,000 character count limit)*

All families are unique yet all share common parenting challenges. FHH's action plan provides a strategic methodology of providing participants with a level of support that matches their needs. Like a funnel, activities planned for a larger audience provides widespread outreach, generates interest in specific programs/activities, and provides low-dose interventions for lower needs. Those who need more support can access services like developmental screening, automated text messaging, and Hui Support Groups. Hui Support Groups offer several commitment levels ranging from single sessions up to 12 sessions in a series to meet the range of support that families need.

Action Plan: 400 unduplicated children/parents/caregivers will be served through the following activities:

1. 6 FHH or Community Events/Workshops/Activities: Open to the public, focused on child development, parenting strategies, or community needs while generating interest in FHH services. Guest Speaker workshops discuss parent interests and early childhood development including challenging behaviors, child safety, school readiness, etc. We partner with agencies like Family Court, DOH, Salvation Army Family Treatment Services, Parents And Children Together, Hawaii Diaper Bank, Kapiolani Medical Center for Women & Children, etc. to provide resources, venue & host marketing to families together. Partners are sought for referrals or hosting Hui Support Sessions at their site. Outcomes A/B/D

2. 12 trained volunteer Peer Leaders: Parents volunteer as Peer Leaders (PL) to be trained on facilitation, Protective Factors (PFs), FHH curriculum, and join FHH to provide new Hui Support Groups. Outcome C/D

3. 60 Hui Support Group Sessions (in-person/virtual) are designed to serve all types of families depending on their level of need. Participation leads to achieving Outcomes A/B/D. Types of sessions include:
   A. Parent Cafe: National model; stand-alone sessions of peer discussions on PFs
   B. Neighborhood Hui: Series of peer-to-peer sessions allowing volunteer PLs to strengthen leadership skills. Leads to achieving Outcome C
   C. Talk Story: Peer discussions led by volunteer PLs to engage diverse parenting perspectives. Leads to achieving Outcome C
   D. 1:1 FHH Staffed Mentoring Session: Stand-alone sessions, as needed, to support individual needs of families

4. 4 Makua Advisory Group meetings: Provide FHH staff with insights/ideas/exploration of innovations to improve programming and serve as a resource for Family Voice for community initiatives. Outcome C/D

5. 120 individuals receiving text messaging related to child development, activities, FHH/community events/resources. Outcomes A/B

6. 50 developmental screenings for children to identify areas of concern, increase parental knowledge, and provide support and referrals. Outcomes A/B

7. 60 evaluations will be collected with quantitative data about programming and qualitative data to share their experience for program improvement. Outcome A/B/C/D

4. Provide a budget narrative that explains how the budget in Section III will achieve the desired outcomes. (*3,000 character count limit)*

Hui is a highly cost-effective program due to our supportive and dedicated Peer Leaders (PL). Program materials are purposely kept simple and low-cost. It is free for all families to participate. We ask families to become PLs after they experience Hui programming for themselves. PLs can engage in our leadership programs through:

1. HUI GROUP LEADER TRAINING: Hui group PLs invest approx. 40 hours to train, prepare, host, and lead Hui discussions with participants over 12 weeks. Valued at $30/hr+payroll expenses, each PLs provides savings of $1200, not reflected in the budget. PL stipends are $350/PL to thank them for their time and cover expenses.

2. PARENT CAFE TRAINING: PL invests 24 hours over three days to be certified to facilitate the Be Strong Families Parent Cafes and an additional 2.5 hours per PC session they facilitate. Training includes PF, facilitation, and practice. PLs receive $300 when they complete the training. Only certified facilitators may lead PCs, therefore, PLs save us $450 for every 3 PCs they lead. PLs stipends are $25 to $50 per Cafe.

3. MAKUA ADVISORY GROUP: Parent Advisory Group meetings will be held quarterly focusing on "family voices" to provide input and recommendations to ensure Hui programming is meeting the needs of Honolulu families and is responsive to parent voices. Participants receive a stipend of up to $50 when they complete a meeting to thank them for their time and shared investment in Hui's future.

The majority of the budget is for staff time spent working with families, training, and supporting PLs. Programming requires in-depth planning, coordination and logistics, frequent communication, preparation of weekly materials, and commute time. Mentor-led Hui requires staff to facilitate and tailor each session to the group's specific needs. 1:1 FHH Staffed Mentoring Sessions require a substantial time commitment to meet individually with families that are seeking additional support. FHH utilizes these sessions to have conversations around child development, parenting strategies, connecting to local community resources, and referrals to Early Intervention.

Other staff time includes recruiting activities, events, workshops, communications, partnerships with community agencies, training, implementing Hui Group Sessions, developmental screening follow-up, and grant reporting.

Professional Development would allow FHH to maintain its State Certified Training Agency designation for In-Person and Virtual Parent Cafes for the State of Hawaii, providing Trainer of Trainers certification for new staff members as part of its sustainability plan. Reflective Supervision Consultation provides mental health support for staff working with families in trauma regularly.

The $150,000 request will only be used to support services in Honolulu City Council districts. Additional funds to support innovations and expansion will be sought from public agencies and private foundations but are highly competitive and not secure.

5. Provide a timeline that is complete, realistic and appropriate to achieve the desired outcomes. This timeline should also be reflected in Section IV. *(3,000 character count limit)*

The timeline of deliverables is planned around the capacity of FHH programming as well as our experience with families and Early Learning Health & Wellness partners.

1. 6 FHH or Community sponsored events/workshops (approx. 1/mo) will provide engagement and recruitment for families not Hui (Outcome A/B/D). Recruitment activities also include
   A. Partnering with Early Learning Health & Wellness partners
   B. Advertising curriculum topics, resources, and activities across social media/texting/email platforms
   C. Providing child screening (ASQ) Resource Kits to engage children and parents in learning together to develop age-appropriate skills.

2. 12 trained volunteer Peer Leaders (PL) (approx. 1/mo) (Outcome C):

A. Train community-based PLs for PC and Hui Support Group Sessions
B. Peer Leader Training is regularly offered to the community both in person and online to ensure that PLrs can engage to start supporting other parents in their community

3. 60 Hui Support Group Sessions (Virtual/In-Person) (Outcome A/B/D):
   A. Mentor-led Hui groups
   B. Parent Cafe sessions
   C. Peer-to-peer Hui groups
   D. 1:1 FHH staffed mentoring sessions

4. 4 Parent Advisory Group meetings (1x/qtr) (Outcome C)

5. 120 participant subscriptions to Texting Service (approx. 30/qtr) (Outcome A/B)
   A. Qtr1: Lower counts allow staff members to focus on recruitment
   B. Qtr 2/3/4: Increase counts according to the deliverable timeline

6. 50 Developmental Screenings (approx. 4/mo) (Outcome A/B)

7. 60 evaluations (approx. 8/mo)(Outcome A/B/C/D)
   A. Qtr1: Lower counts allow staff members to focus on participant recruitment of Hui Support Group Sessions
   B. Qtr 2/3/4: Increase counts according to the deliverable timeline
   C. Evaluations will focus on increasing the Five Protective Factors:
      1. Developing RESILIENCE to cope with parenting stressors, increasing adult wellness & mental health
      2. Increasing SOCIAL CONNECTIONS, responsive interactions, and relationships with others to reach out to when stress is high.
      3. Everyone needs help sometimes. CONCRETE SUPPORTS IN TIMES OF NEED builds awareness of vital community resources
      4. Building a toolkit of KNOWLEDGE OF PARENTING and CHILD DEVELOPMENT strategies and clarity of expectations of children's behaviors appropriate to developmental stage
      5. Increasing knowledge and supporting the social-emotional COMPETENCE OF CHILDREN, building empathy, and opportunities to practice social skills in a group

Participants are counted towards the 400 unduplicated individuals if they participate in a Hui Support Group Session, Peer Leader training, Parent Advisory Group, events/workshops/activities, complete a child screening, or enroll in our texting service. FHH will report according to City guidelines following the timeline and supporting documents in Section IV.

C. Provide evidence of the agency's ability to perform the proposed grant activity through past performance, current capacity and/or plan to acquire the capacity to perform.

1. Provide data that demonstrates proven success in offering the same, similar, or related activities to achieve the proposed outcomes. *(3,000 character count limit)*

Since 2014, FHH, through it's Hui Support Groups, have engaged 2500+ families, trained 210 Peer Leaders, and entered over 2000 parents in developmental texting services.

A key partner in the Early Learning Health & Wellness community, FHH builds families' capacities to advocate for and be engaged in their child's learning, serving on statewide initiatives on children's developmental & mental health outcomes, and in leadership capacities as the voice of families with Early Childhood Action Strategy & EOEL's State Early Childhood Strategic Implementation Plans.

FHH employs peer-to-peer learning through inclusive, age-friendly Hui programs to meet the various needs of all families. Parents range from teens to grandparents, birth families to resource caregivers, and full-time parents to parents seeking reunification with children. Areas of request are language-specific groups, pairing with others who are facing disabilities, working parents, single parents, dad groups, older parents, grandparents groups. FHH partners with Kapiolani Hospital for Women and Children, Family Court, Parents, and Children Together in public housing, Honolulu Community Action Program Head Start/Early Head Start, Salvation Army Family Treatment Services, DOH, and others to serve disadvantaged/hard-to-reach, immigrant, at-risk, vulnerable families.

Testimonial data reflects that Hui builds Protective Factors (Outcome A)

- Family Court social workers share, "Hui has helped deliver much-needed messages to families in a way that is more likely to be accepted and applied by families."
- Head Start families said that Hui has brought them out of isolation, providing peer support from families just like them.
- Parents who attended the Hui in the NICU sessions have expressed how they appreciate the opportunity to get to know other families in the NICU and that they wouldn't have had the courage to introduce themselves otherwise. They expressed how a friendly face who knows what they are going through during challenging times is so helpful.

FHH completed over 1100 child developmental screenings since 2016 (Outcome B), assisting families with early identification of keiki at risk for cognitive, motor, communication, & social-emotional delays. Numerous 1:1 staff/family sessions have been completed throughout the state. One example of 1:1 FHH staffed mentoring sessions is: A FHH specialist helped a single Mom seek services for behavioral and language concerns for her 5yo. Her child was tested for learning disabilities and Mom then advocated for DOE kindergarten SPED services.

FHH has completed contracts with all state agencies (DOH, DHS, DOE, EOEL) and the City and County of Honolulu and Maui County Dep. of Human and Housing Concerns, Other work has been supported by Women's Fund of Hawaii, Samuel & Mary Castle Foundation, Atherton Foundation Geist Foundation, Collaborative Support Systems, Hawaii Community Foundation, the Hawaii Children's Trust Fund and others.

2. Describe the applicant's capacity to successfully achieve the proposed outcomes.
OR
Provide a plan to acquire the capacity to successfully achieve the proposed outcomes (including how the applicant has acquired similar capacity in the past).

Responses should include organizational knowledge, staffing, fiscal resources, facilities and other resources, stakeholders and relationships, and other relevant resources. *(3,000 character count limit)*

Family Hui Hawaii is a well-established support for families across the state of Hawaii. Our programs receive overwhelmingly positive feedback, and families report feeling resilient,

connected, and stronger after participating. The Hui framework has supported the prevention of child abuse and neglect and the promotion of healthy child development in Hawaii for 38 years. FHH's expertise is in peer-to-peer learning in its purest form. FHH has met and exceeded all deliverables for the City GIA FY2022 and FY2023. In FY23 90% of families indicated increases in all Protective Factors.

FHH has grown to 14 staff members with a range of experiences and backgrounds, including 4 Master's Degrees (3 in Early Childhood Education, 1 in Human Services), 10 certified in Be Strong Families virtual Parent Cafe, 5 Healthy Outcomes from Positive Childhood Experiences Certified Champions and Trainers, 1 Endorsed Infant and Family Mental Health Specialist, 1 Alliance Certified Trainer of Bringing the Protective Factors Framework To Life In Your Work, 1 trained Breastfeeding Counselor, and teaching experience. All are members of Hawaii Early Childhood Action Strategy teams. The ED served as the parent representative on the Executive Office on Early Learning's (EOEL) Board for 5 years. FHH is the Hawaii State training agency of the Be Strong Families Virtual Parent Cafe program. FHH is certified to deliver LENA, a language development coaching program to teachers, childcare providers, and families.

Other partnerships include Head Start, Family Court, Salvation Army Family Treatment Services, Rainbow Schools, Kapiolani Medical Center for Women and Children, DOH, DHS, DOE, and the EOEL. Active participation in early learning initiatives has assisted FHH in maintaining and growing fiscal stability with revenue from private foundations, donors, fee-for-service, and public agencies to collaborate on projects or provide services.

In our work with the First Circuit Family Zero to Three (ZTT) Court, Faye Kimura, Principal Investigator of the Univ. of Hawaii School of Law said "The Hui teams have been remarkable in helping parents and caregivers feel comfortable and safe during these activities, which could be in less skillful hands, a serious challenge given the histories of trauma nearly all of the ZTT families have experienced and the fear of failure that burdens many of these parents. Hui staff themselves are mothers of young children and by sharing stories about their children they strengthen this common connection to the ZTT parents and caregivers. It is in such an environment that genuine learning has been occurring."

D. Describe the applicant's sustainability and/or additional long-term benefit to the community

1. Provide a plan for sustaining and / or expanding activities beyond the applicable grant period. *(2,000 character count limit)*

Outcomes achieved beyond the grant period are carried forward by the strong bonds families form with each other, and the opportunities to become leaders in their communities. Amber says, "Before Hui, I felt fairly isolated. Hui brought me out. I met other parents and children and suddenly had a support system for people going through the same experiences as me. I wasn't alone anymore. I hope to keep in touch with the people I've met." Communities are strengthened with each relationship that is formed among families, and 94% of families say they intend to keep in touch with their Hui members.

Hui programming is secured by nurturing a pipeline of participants who become Peer Leaders (PL). Empowering PLs to support their peers, inspires others to lead Hui groups, a key sustainability strategy allowing FHH to reach more families. With each new relationship formed, families develop the support they need through one another, and less on public agencies. PLs have opportunities to join our Makua Advisory Group, utilizing their family voice

and sharing their lived experiences. Momentum builds with every new participant, leading to greater sustainability due to steady demand and PLs to lead groups.

Expansion of services is achieved by:

- Partnering with corporations such as UHA Health Insurance, Hawaiian Electric, Kapiolani, Castle, and Kaiser hospitals, and private philanthropy
- Providing leadership pathways for Peer Leaders
- Relationships with past participants to volunteer/refer/donate
- Annual strategic planning with board/staff/volunteers
- Partnerships with public/private agencies to provide wrap-around services
- Seeking funds to meet different stakeholder needs (single parents, grandparents, fathers, children with special needs)
- Expansion of fee for service Hui in the Workplace -see D.2
- Family Navigation support
- Certification in evidence-based programs like the Parent Cafe model, HOPE, LENA, and others that are mission-aligned and utilized with expanded audiences

2. Describe the applicant's capacity and resources to carry out the above plan (staffing, funding, etc.) beyond the grant period. *(2,000 character count limit)*

FHH's capacity to carry out the plan beyond the grant period includes:

- The Hui program is highly cost effective. FHH requests $150,000 to support 400 individuals with Hui services. While $334/pp is low, we reach many more children as only those <5yo are included in our counts. In a post-Covid economy, support for programs that build community leadership where families support each other & provide prevention reaching many people are high return investments.
- Staff expertise (C2. Capacity to Achieve Proposed Outcomes)
- Excited Volunteer Peer Leaders (B4. Budget Narrative)
- Strategically minded, dedicated Board and volunteers provide regular feedback to improve services
- Expansion of Hui in the Workplace as a non-grant revenue funding stream providing Hui groups for employees at their work site. UHA Insurance, HECO, and Hawaii Pacific Health enthusiastically supports the program and views Hui as promoting individual and corporate wellness for ALICE families, resulting in benefits such as improved teamwork, reduced stress and employee's saying they feel supported at work.
- Continuing to engage families by expanding our Covid adapted delivery systems including offering Parent Cafe sessions in-person (currently virtual only), and growing texting service content and delivery to support new and existing programs and activities.
- Great relationships with community organizations, agencies and participation in statewide initiatives to improve the well-being of families and young children results in collaborative planning and implementation of strategies between FHH and many agencies, including Honolulu C&C Early Childhood Resource Coordinator, DHS/DOH/DOE, Head Start, Family Court, Kapiolani Medical Center for Women & Children, Kaiser, and Castle hospitals, Salvation Army Family Treatment Services and more. Partnerships strengthen our ability to use funding strategically and increase the likelihood of receiving additional future funding from private & public sources.

E. No CITY funds or assistance.
The highest consideration will be given to applicants that do not receive other funding or any form of assistance from the CITY. While applicants that receive other funding or assistance from the CITY may apply for Grants in Aid funding, the extent of funding or assistance already received in relation to services provided must be considered prior to awarding Grants in Aid funds.

A percentage of the sub-total criteria points will be awarded to Grantees based on the criteria below and the information about past funding / assistance from the CITY that follows.

The applicant has received no award from the CITY within the last 3 years.	**10%**
The applicant has received 1-2 awards from the CITY within the last 3 years.	**7%**
The applicant has received 3-5 awards from the CITY within the last 3 years.	**5%**
The applicant has received between 6-9 awards from the CITY within the last 3 years.	**3%**
The applicant has received 10 or more awards from the CITY within the last 3 years.	**0%**

GRANTEE RECEIPT OF CITY GRANTS

Identify all CITY grants received by Grantee (or Fiscal Sponsor) in the last three (3) years. Information will be verified by the CITY.

1. Grant Activity Name & Contract #: Rooted in Care: Hui Peer Parenting and Navigational Support for Families / Contract #CT-DCS2500018
   Grant Period: 2024-2025 Grant Amount: $150,000
   Grant Purpose: Family Hui Hawaii will support at least 400 children/parents/caregivers through virtual/in-person programs, Family Navigation, events, and evaluations. All parents post-COVID continue to be at risk for abuse and neglect in their homes and need support. Recruitment will be focused on communities with vulnerable populations that typically have higher rates of poverty, abuse, and neglect.
   Grant Activity Status: ☒ Underway ☐ Completed ☐ Canceled
   Administrating Division: Department of Community Services

2. Grant Activity Name & Contract #: Building Young Children's Brains, Reducing Child Abuse & Neglect: Strengthening Families and Caregivers / Contract #CD-DTS-2300013
   Grant Period: 2022-2023 Grant Amount: $200,000
   Grant Purpose: 600 children/parents/caregivers will benefit through virtual/in-person Hui programs, coaching, events & evaluations. All parents, especially in COVID/postCOVID economy are at risk for abuse and neglect in their homes and need support. Recruitment will be focused in communities with vulnerable populations that typically have higher rates of poverty, abuse and neglect.
   Grant Activity Status: ☐ Underway ☒ Completed ☐ Canceled
   Administrating Division: Department of Community Services

3. Grant Activity Name & Contract #: Hui Parenting & Early Learning Supports for Families With Young Children (during/post COVID19) Preventing Abuse and Promoting Healthy Child Development / Contract #CT-DTS-2200018
   Grant Period: 2021-2022 Grant Amount: $200,000
   Grant Purpose: 1000 parents/caregivers/children will benefit through virtual/in-person programs & events with at least 250 of them attending peer-to-peer Hui Support Group. All parents, especially in COVID/postCOVID econormy are at risk for abuse and neglect in their homes. FHH staff will focus recruitment in communities with vulnerable populations that typically have higher rates of poverty, abuse, and neglect
   Grant Activity Status: ☐ Underway ☒ Completed ☐ Canceled
   Administrating Division: Department of Community Services

4. Grant Activity Name & Contract #: _____
   Grant Period: _____ Grant Amount: _____
   Grant Purpose: _____
   Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
   Administrating Division: _____

5. Grant Activity Name & Contract #: _____
   Grant Period: _____ Grant Amount: _____
   Grant Purpose: _____
   Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
   Administrating Division: _____

6. Grant Activity Name & Contract #: _____
   Grant Period: _____ Grant Amount: _____
   Grant Purpose: _____
   Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
   Administrating Division: _____

7. Grant Activity Name & Contract #: _____
   Grant Period: _____ Grant Amount: _____
   Grant Purpose: _____
   Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
   Administrating Division: _____

8. Grant Activity Name & Contract #: _____
   Grant Period: _____ Grant Amount: _____
   Grant Purpose: _____
   Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
   Administrating Division: _____

9. Grant Activity Name & Contract #: _____
   Grant Period: _____ Grant Amount: _____
   Grant Purpose: _____
   Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
   Administrating Division: _____

10. Grant Activity Name & Contract #: _____
    Grant Period: _____ Grant Amount: _____
    Grant Purpose: _____
    Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
    Administrating Division: _____

E. Age Friendly Honolulu (Complete only if applying for the bonus points)
Consideration is to be given to applicants that incorporate the vision and goals of the Age-Friendly Honolulu Program (as codified in ROH Chapter 2, Article 22), including but not limited to (1) enabling residents of all ages to actively participate in activities that keep them socially engaged, healthy, and active; and (2) removing barriers to inclusion for and providing support services to vulnerable residents and/or have physical limitations.

If awarded bonus points for being an Age-Friendly Honolulu project, the Grantee will be subject to additional reporting requirements, including but not limited to name, age, and physical location of seniors being served by the project.

To be eligible for the bonus points as an Age-Friendly Honolulu project an organization must demonstrate the proposal aligns with Age-Friendly Honolulu's priorities by completing the following TWO steps:

1) Go the following website https://www.hiphi.org/age-friendly-honolulu/ to access an Age-Friendly Honolulu training video. The video should be watched by at least one (1) person from the non-profit organization in a leadership position (Executive Director, Administrator, or equivalent). This video will define an "age-friendly city" and explain what types of projects align with the Age-Friendly Honolulu Vision.

2) Complete the section below by selecting which Age-Friendly Honolulu category best fits the activities of your organization and providing a brief description of how your proposal is an Age-Friendly Honolulu project.

☒ Enabling Residents of all ages to actively participate in activities that keep them socially engaged, healthy, and active, particularly at the oldest ages

☒ Providing Kupuna with meaningful roles in the community, including mentors, volunteers, or through intergenerational programming

☐ Removing barriers to support community inclusion and accessibility for persons of all abilities.

3) How is your proposal an Age-Friendly Honolulu Project and explain how your organization can meet the additional reporting requirements if awarded? *(2,000 character count limit)*

FHH recognizes and values a parent's and caregiver's role and understands that parenting is ageless. Our intergenerational Hui Support Group Sessions are open to all primary caregivers including teens, parents, grandparents, extended family, and resource caregivers who care for children or may have adopted grandchildren.

Age-friendly work is a natural extension of our Hui programming that aims to improve the mental health and wellness of the family unit, from keiki to Kūpuna. Helping caregivers of all ages to find the social support they need increases resilience, parenting and child development knowledge, and attachment and bonding needed to better the healthy outcomes and positive experiences for children and all adults alike.

Hui programs and events are open to caregivers of all ages, providing opportunities for generations to connect and develop a sense of belonging by providing a safe and nurturing place to gather, be heard, learn, and become strong. With children in attendance, Hui sessions provide a place where 4 generations (keiki, younger/older caregivers, grandparents)

can bond and learn together with a high regard for the lived experience and guidance of elders.

FHH encourages all members to participate in leadership opportunities by becoming a volunteer Peer Leader, Parent Cafe Leader, advisory council, or Board of Directors. Options of meeting in-person or virtually provide increased access and the option to join Hui in a way that best suits families' needs.

If awarded, FHH will meet additional reporting requirements by:

- Attending monthly Kūpuna Collective Meetings
- Providing age-friendly Hui Support Group Sessions for Kūpuna caregivers providing support to or raising children
- Enabling Kūpuna and caregivers of all ages to actively participate in intergenerational Hui programming to keep them socially engaged
- Provide aggregated, de-identified participant data on number served, zipcodes, and anecdotal observations and/or testimonials (names not shared)

Proposal 29

APPENDIX A: TIER II GRANT PROPOSAL (Grants $25,000 to $150,000)
SOLICITATION NO. RGP-DCS-GIA2026

Instructions: The proposal below must be completed in full. Responses must be provided in the fillable boxes provided. Where annotated, the fillable boxes have predetermined maximum limits on character counts. Letters, numbers, punctuation marks, and spaces are included in the character count limits.

SECTION I
SUMMARY

A. Grantee Legal Name:	Family Programs Hawaii
B. Is Grantee a Fiscal Sponsor?	☐ Yes X☐ No
C. Grant Activity Name:	Project Visitation

D. Briefly describe the Grantee's background, history (including year established), and mission. *(400 character count limit)*

Family Programs Hawaii (FPH) is a 501(c)3 nonprofit organization since 2004 whose mission is to strengthen families and children in the Child Welfare System through high-quality prevention, support, and transition services. FPH operates 7 impactful programs designed to support abused and neglected children and their families during their traumatic life experiences. It is accredited by the national Council on Accreditation and the American Psychological Association.

E. Briefly describe the Grant Activity and public need being filled. *(400 character count limit)*

Project Visitation (PV) provides monthly visits and events for siblings separated by foster care, addressing the emotional challenges of family separation. By reuniting brothers and sisters in neutral, supportive settings, PV nurtures sibling bonds, fosters stability, and strengthens family connections, thereby helping children cope with the uncertainty and hardships of foster care.

F. Briefly summarize Grant Activity outcomes and measures of success, including number and description of those served. *(400 character count limit)*

Project Visitation will serve 90 youth on Oahu separated by foster care due to crisis, abuse, or neglect. PV strengthens sibling bonds through monthly visits and enrichment activities. Success is measured using metrics like visit counts, satisfaction surveys, data logs, and volunteer feedback, ensuring meaningful support for sibling relationships and overall well-being.

G. Council District
Check all districts that will benefit from the Grant Activity. Provide the amount requested per district. Amounts must be in whole numbers only.

X☐ District 1 $30,000.00	X☐ District 2 $10,000.00	X☐ District 3 $20,000.00
X☐ District 4 $10,000.00	X☐ District 5 $15,000.00	X☐ District 6 $10,000.00

X☐ District 7 $15,000.00	X☐ District 8 $15,000.00	X☐ District 9 $25,000.00
Total Amount Requested (must be $25,000 to $150,000)	$150,000.00	

H. Type of Grant Activity (pick ONE category that best reflects the Grant Activity):		
1. Public Services: Projects in this category will support qualified public services and programs for the target populations deemed by the CITY to be most vulnerable.		
☐ A. Public Service – Seniors	X☐ B. Public Service - Children	☐ C. Public Service - Disabilities
☐ D. Public Service – Homeless	☐ E. Public Service – Domestic Violence	☐ F. Public Service – Substance Abuse
☐ G. Public Service – Mental Health	☐ H. Public Service – Other (describe):	
2. Arts, Culture, Community/Economic Development, and the Environment: Projects in this category will support the sustainable improvement in the well-being and quality of life of local communities, especially low- to moderate income areas.		
☐ A. Arts	☐ B. Culture	☐ C. Community Development
☐ D. Economic Development	☐ E. Environment	

GRANTEE'S CERTIFICATION AND SIGNATURE

The undersigned, subject to personal liability and penalty under applicable law, certifies that he or she: (i) is authorized to sign this Grant Proposal; (ii) personally prepared or reviewed the matters found in this Grant Proposal (including any related documents/attachments); (iii) asserts all statements made in this Grant Proposal (including all attachments) are true, accurate and complete; (iv) has the requisite skills and knowledge to assert the foregoing certification; and (v) has complied and shall continue to comply with all applicable requirements of Chapter 6, Article 29 of the Revised Ordinances of Honolulu 2021, as amended (Link), regarding private organizations receiving grants of public funds from the City and County of Honolulu.

Signature of Grantee (Fiscal Sponsor) Officer
Printed Name and Title: La`akea A. Yoshida, President & CEO

Date
Nov. 21, 2024

CERTIFICATE OF THE BOARD OF DIRECTORS NO OBLIGATIONS IN ARREARS

The undersigned of the Board ("Grantee") hereby certifies that the Grantee or any principal of the Grantee or sponsored organization (where the Grantee is a Fiscal Sponsor) is not in arrears on any financial or other obligation owed to the City & County of Honolulu, a municipal corporation of the State of Hawaii.

Marty Oliphant
(Signature)

Marty Oliphant
(Print name)

CERTIFICATE OF THE BOARD OF DIRECTORS AUTHORIZATION TO ASSIGN AUTHORITY

The undersigned of the Board ("Grantee") hereby certifies that La'akea Yoshida (name), President & CEO (title), has been authorized by the Board of Directors to sign proposals, contracts, and related documents on behalf of the Grantee. Accordingly, I hereby assign the authority by the Board to execute proposals, contracts, and contract amendments on behalf of the Grantee, and further certify that the assigned is given the power and authority to do all things necessary to implement, maintain, amend, or renew such contracts, including but not limited to the delegation of signing authority to another employee of the Grantee.

Marty Oliphant
(Signature)

MARTY A. OLIPHANT
(Print name) Marty Oliphant

STATE OF HAWAII)
CITY AND COUNTY OF HONOLULU)

On this 07 day of November, 2024, before me appeared Marty A. Oliphant, personally known to me, who, being by me duly sworn, did say that he/~~she~~ is the CHAIR BOARD of FAMILY PROGRAMS HAWAII and that the corporation has no corporate seal, and that said instrument was signed in behalf of said corporation by authority of its Board of Directors, and said I acknowledged said instrument to be the free act and deed of said corporation.

Notary Public, State of Hawaii

My Commission expires: 10/01/2027

DOKI AN NOTARY PUBLIC 23-254 STATE OF HAWAII

Doc. Date: 11/07/2024 # Pages 1
Name: DOKI AN First Circuit
Doc. Description: Certificate of Board of Directions

11/07/2024
Signature Date

NOTARY CERTIFICATION

NOTARY CERTIFICATE
NOTARY NAME: DOKI AN FIRST CIRCUIT
DOC DATE: 11/07/2024 # PAGES: 1
DOC DESC: Certificate of Board of Directions
11/07/2024 10/01/2027
SIGNATURE DATE COMM EXP

DOKI AN NOTARY PUBLIC 23-254 STATE OF HAWAII

SECTION II
GRANT ACTIVITY INFORMATION

A. Describe how the community need, stated problem/issue, and target population are effectively validated. The description must include how the public services' target population is vulnerable or how the arts, culture, community/economic development, or environmental activities will especially support low- to moderate-income areas.

1. Provide substantive data and other qualifying information to demonstrate how the problem/issue impacts the target population and is a community priority that needs to be addressed. *(5,000 character count limit)*

1. Provide substantive data and other qualifying information to demonstrate how the problem/issue impacts the target population and is a community priority that needs to be addressed. *(5,000 character count limit)*

Indigenous children face disproportionately high rates of family separation in the U.S., with Native Hawaiian and Pacific Islander children in Hawai'i being particularly affected. For over a decade, these children have had among the highest rates of removal due to abuse or neglect allegations. In 2020, the removal rate for Indigenous Pacific Islander children in Hawai'i reached 9.9 per 1,000—double that of white children and five times higher than for Asian children. This overrepresentation is persistent: in 2022, Hawaiian and part-Hawaiian children made up 33% of the state's child population but nearly 45% of children in foster care. Pacific Islander children, who represent 5% of the population, accounted for almost 10% of foster children.

This disparity stems from complex factors, including higher poverty rates, substance abuse, cultural and linguistic barriers, and historical trauma tied to colonization. Laurie Tochiki, Executive Director of Epic 'Ohana, explains that explicit and implicit biases in the child welfare system further destabilize Native Hawaiian and Pacific Islander families. This lack of stability is particularly evident in sibling separation. Child Welfare Services reports that 65% of siblings are placed together, leaving about 35%—or roughly 300 children—separated, often because larger family sizes complicate placements that keep siblings united.

For children who have already faced the trauma of family removal, being separated from siblings can deepen feelings of grief and insecurity. Foster youth describe sibling separation as "an extra punishment, a separate loss, and another pain that is not needed" (Youth Leadership Advisory Team, 2002). In Native Hawaiian culture, 'ohana (family) is central, and siblings are a vital part of this structure. Marjut Kosonen's (1996) research found that children turn to their mothers and then older siblings for support; for children in foster care, this sibling support can be especially crucial (Child Welfare Information Gateway, 2013). For Indigenous children in Hawai'i, maintaining sibling ties provides emotional stability and a connection to cultural identity.

Research shows that adversity often strengthens sibling bonds, with children relying on each other to navigate emotional challenges (Kunz, 2001). For children separated from their 'ohana, sibling relationships become a critical source of continuity and support. Children entering foster care may feel more grounded with their siblings, while separation can trigger heightened anxiety and a deep sense of loss (Folman, 1998; Herrick & Piccus, 2005, 2009). Sibling bonds are essential for building resilience and identity, particularly as foster care often disrupts other meaningful relationships.

Hawai'i faces unique challenges in meeting these needs. Siblings are often placed in different areas across the islands, especially in Central and West O'ahu, where foster care rates are disproportionately high. Many children entering care have experienced significant trauma before placement. A 2018 Child Trends report found that nearly half of children in Hawai'i (43%) have faced at least one adverse childhood experience (ACE), and one in ten has experienced three or more ACEs. This high prevalence of ACEs has serious implications for health and behavior, affecting children's well-being throughout their lives.

Project Visitation (PV) addresses this need by coordinating monthly visits, quarterly events, and a three-day summer camp called Camp Connections. PV provides separated siblings with opportunities to reconnect in neutral, supportive settings such as public parks, cultural sites, and the annual camp. Through these events, siblings can build lasting memories, strengthen bonds, and experience a sense of normalcy often missing in foster care. Judge R. Mark Browning, who helped initiate PV, noted that many children try to reunite with siblings independently, often resulting in risky behaviors and further emotional harm.

Sibling visits through PV offer more than emotional support; they provide developmental benefits. Research shows that siblings with positive relationships experience improved self-esteem, social skills, and a stronger sense of identity. Shared time creates lifelong memories, helping siblings manage the challenges of foster care. Project Visitation honors these connections, fostering stability, identity, and well-being essential for children's long-term success.

Camp Connections allows siblings to experience "living" together, building self-confidence, communication skills, and emotional resilience. This camp is designed to nurture sibling bonds, helping children work through emotional challenges while experiencing joy, connection, and belonging. By centering on sibling relationships and culturally informed support, PV fulfills a critical need in Hawai'i's foster care system, giving children separated from their families the chance to feel safe, connected, and valued.

B. Describe the proposed plan

1. Provide a description of the Grant Activity. This description will be used as the scope of services in the contract. Describe why you chose this Grant Activity and how it will effectively address the community's problem / need. *(3,000 character count limit)*

PV provides monthly visits and special events for siblings separated by the foster care system, giving them opportunities to reconnect and maintain their bonds. These visits occur in neutral, public settings such as bowling alleys, zoos, lo'i (taro patches), and cultural sites. By facilitating social interactions with other sibling groups, PV nurtures relationships and offers children a chance to engage with peers, developing essential social skills like effective communication, teamwork, and respect for others' perspectives.

A key part of PV's programming is an annual three-day camp called Camp Connections, which offers siblings a fun, emotionally supportive environment to strengthen their relationships and build lasting memories. This camp fosters a sense of connectedness, stability, and shared experiences, supporting sibling relationships in a way that creates enduring family ties. Project Visitation collaborates closely with the Department of Human Services (DHS) and Family Court to ensure consistent and impactful programming. The program has been recognized by the National Resource Center for Permanency and Family Connections as a model for effective sibling support in foster care.

PV was established through a partnership between DHS and Family Court of the First Circuit, inspired by Judge R. Mark Browning's observations of the negative impact separation had on foster children. Judge Browning noted that many children in foster care struggle to stay connected with their siblings, which can lead to risky behaviors and even attempts to run away to reunite. The additional trauma from sibling separation compounds the grief and instability these children already face, having been removed from their homes and families. PV addresses this critical need by providing a safe, supportive space for siblings to reconnect, creating cherished memories and a source of stability that strengthens their resilience and personal identity.

PV organizes monthly visits, quarterly events, and an annual three-day camp experience for separated siblings. The program relies on a dedicated network of trained community volunteers who handle logistics, coordinate visits, and ensure a safe, nurturing environment for children. Volunteers commit over eight hours each month to transport siblings to visit locations, supervise activities, and cover most of the costs, including gas, activity fees, and meals. These volunteers play a critical role, adding an extra layer of stability, supervision, and safety to each sibling interaction.

As the only agency in Hawai'i focused exclusively on monthly sibling visitation, Project Visitation fills an essential gap in foster care services by prioritizing sibling relationships. Through consistent opportunities to reconnect, PV ensures that separated siblings maintain strong, lasting relationships, serving as a vital support network as they navigate the foster care system and beyond.

2. Provide measurable outcomes, describe how outcomes are aligned with the purposes and priorities of the Grants in Aid Fund, and describe how outcomes directly benefit the target population. *(3,000 character count limit)*

Public Services should begin with a statement of the number of individuals that the Grant Activity will directly benefit during the Grant Term.

Arts, Culture, Community/Economic Development or Environment should begin with a statement as to how the Grant Activity supports the sustainable improvement in the well-being and quality of life of local communities, especially low to moderate income areas.

PV aims to improve the emotional and social well-being of children in foster care on Oahu by maintaining strong sibling connections. PV serves 90 children through regular visits, events, and a three-day camp, creating a stable foundation for their personal development and mental health.

The purpose of PV aligns with the GIA Fund's mission to enhance quality of life and provide sustainable benefits to low- and moderate-income communities. Research indicates that separated siblings experience increased risk of emotional instability, behavioral issues, and social isolation. PV addresses these risks by providing children with consistent support, promoting resilience, and reducing feelings of loss and instability. The program's culturally relevant approach, incorporating Hawaiian values and traditions, reinforces identity and connection for children who have faced trauma and displacement. In fact, a recent survey of PV participants on Oahu showed that 93% of siblings look forward to their monthly PV visits and that 100% feel PV helps them know their siblings better or feel closer to them.

Project Visitation's Key Outcomes

- 85% of the participants report that PV visits help them to get to know their siblings better.
- 90% of the participants report feeling closer to their sibling due to PV services.
- 90% of the participants report that PV services have helped to enhance their mental wellbeing.

Through targeted, measurable outcomes, PV aligns with the GIA Fund's goal of promoting sustainable quality-of-life improvements for vulnerable children. By offering safe, consistent sibling visitation and cultural experiences, PV directly supports the emotional health, stability, and social development of children in foster care, a group that frequently encounters barriers to stability and emotional support. PV's focus on mental well-being, cultural identity, and relationship building helps create a foundation of resilience for participants, especially those from low- to moderate-income backgrounds.

3. Provide an action plan to achieve the stated measurable outcomes. If the Grant Activity involves a partnership, provide a description of each partner's role. Must include measurable milestones, specific events, or other performance measures appropriate to achieving the outcomes. *(3,000 character count limit)*

Volunteer Recruitment/Recertification & Training

- *Timeline*: Months 1–12, ongoing
- *Activities*: Recruit, screen, and train new volunteers, each committing to at least six months of service. Recertify current volunteers annually. Provide ongoing workshops for further learning and growth for all volunteers.
- *Milestones*: Provide orientation training to all new volunteers, offered ten times a year. Each quarter, provide a workshop to the volunteers on pertinent topics.
- *Measurement*: Track volunteer engagement and retention through monthly attendance and check-ins.

Community Awareness and Partnership Development

- *Timeline*: Months 1–12, ongoing
- *Activities*: Provide information about PV through community events and presentation to Child Welfare Services (CWS) staff, Case Appointed Special Advocates (CASA) or Guardian ad Litems (GAL). Partner with local businesses and organizations, such as Locations Foundation and Golden State Foods, to sponsor and host events.
- *Milestones*: Each quarter, provide information and/or presentation about PV. Each quarter, a partnering business or organization sponsors and/or hosts a sibling event. Volunteers from sponsoring groups, including kupunas, to be screened and provided orientation.
- *Measurement*: Track awareness and partnership development opportunities.

Sibling Activities

- *Timeline*: Months 1–12, ongoing
- *Activities*: Meet with newly referred sibling groups and caregivers to explain the program and expectations. Provide consistent, supportive engagement for 90 children, including facilitating sibling visits, events, and a 3-day camp.
- *Milestones*: Each month, provide opportunities for siblings to visit with each other. Each quarter, provide an event for sibling groups to attend. In the summer, provide a 3-day camp.

4. Provide a budget narrative that explains how the budget in Section III will achieve the desired outcomes. *(3,000 character count limit)*

The total grant request of $150,000 reflects a balanced allocation of resources, prioritizing program delivery while maintaining compliance with administrative and indirect cost caps. These funds will directly support the program's goals of empowering youth, fostering community engagement, and enhancing educational outcomes.

Direct Salaries and Wages – $71,998
This category supports key program staff, ensuring seamless implementation:

- Director of Program ($4,000): Oversees program strategy, implementation, and evaluation.
- Program Coordinator ($48,000): Responsible for managing day-to-day operations, coordinating activities, and overseeing participant engagement.
- Case Assistant ($19,998): Provides essential logistical support, tracking participant progress, managing data, and ensuring the program runs smoothly.

Fringe Benefits for Direct Service Positions – $18,124
Comprehensive fringe benefits ensure staff stability and job satisfaction, covering:

- Health Care ($9,967): Supporting eligible employees with essential healthcare coverage.
- Payroll Taxes ($5,877): Includes FICA, Medicare, and other state-mandated contributions.
- Worker's Compensation ($2,280): Ensures compliance with labor regulations and provides necessary protections for employees.

Administrative and Supervisory Salaries – $17,700
Administrative oversight ensures the program operates efficiently, with funds allocated to:

- President/CEO ($6,750): Provides strategic leadership, ensuring the program aligns with the organization's mission, long-term goals, and compliance.
- Director of Finance ($4,000): Manages financial planning, reporting, and budget monitoring to ensure accountability and sustainability.
- Administrative Assistant ($3,700): Responsible for managing day-to-day operations, activities, and program support functions.
- Accounting Manager ($3,250): Manages the budget, reporting, and compliance.

Fringe Benefits for Administrative Staff – $4,387
Benefits ensure competitive compensation for administrative roles, including healthcare, payroll taxes, and worker's compensation.

Other Costs – $33,182
The "Other Costs" category, totaling $33,182, is essential for supporting the operational infrastructure of the PV program. These funds cover critical expenses such as office rent, utilities, telecommunications, and office supplies and security services, which ensure a functional workspace for staff and program activities.

Indirect Costs – $7,500

- Capped at 5% of the grant, these funds cover shared operational expenses: Office rent, utilities, and telecommunications to maintain a functional workspace.
- General office supplies and maintenance costs for operational efficiency.

This budget is further supported by $12,000 in pending funds from the Judiciary, ensuring additional resources are available to mitigate financial risks and support the program's

success. By investing in these carefully planned allocations, the PV program is poised to achieve lasting, measurable impact in the communities it serves.

5. Provide a timeline that is complete, realistic and appropriate to achieve the desired outcomes. This timeline should also be reflected in Section IV. *(3,000 character count limit)*

- **October 2025**:
  - Launch volunteer recruitment drives.
  - Conduct new volunteer training.
  - Begin monthly sibling visits.
- **November 2025**:
  - Host first semi-annual Advisory Board meeting.
  - Conduct volunteer workshop.
  - Continue monthly sibling visits.
- **December 2025**:
  - Organize the annual Holiday Party for siblings.
  - Deliver a PV presentation to partners (e.g., CASA, DHS).
  - Continue monthly sibling visits.
- **January 2026**:
  - Resume monthly sibling visits.
  - Conduct new volunteer training.
  - Maintain regular communication with families and volunteers.
- **February 2026**:
  - Conduct a volunteer workshop.
  - Continue new volunteer training.
  - Continue monthly sibling visits.
- **March 2026**:
  - Host a sibling group event (e.g., picnic or cultural activity).
  - Deliver a PV presentation to community partners.
  - Continue monthly sibling visits.
- **April 2026**:
  - Conduct new volunteer training.
  - Continue monthly sibling visits.
- **May 2026**:
  - Host the second semi-annual Advisory Board meeting.
  - Conduct new volunteer training.
  - Continue monthly sibling visits.
- **June 2026**:
  - Organize a sibling enrichment event.
  - Conduct another volunteer workshop.
  - Deliver a PV presentation to DHS and community partners.
- **July 2026**:
  - Host Camp Connections, the annual three-day summer camp for sibling bonding.
- **August 2026**:
  - Continue new volunteer training.
  - Resume monthly sibling visits.

- **September 2026**:
  - Conclude the grant period with a sibling event.
  - Host a volunteer workshop.
  - Deliver a PV presentation to community organizations.
  - Continue monthly sibling visits.

Ongoing Weekly Activities

- Weekly staff meetings to address challenges, expand visit opportunities, and refine referral processes.
- Maintain consistent communication with DHS, caregivers, and volunteers to ensure smooth coordination.

Measurable Milestones

- 90 children enrolled and receiving services during the grant period.
- 40 volunteers certified or recertified.
- 10 new volunteer training sessions completed.
- 4 sibling group events conducted.
- 4 presentations delivered to DHS staff, GALs, CASAs, and community groups.
- 2 semi-annual Advisory Board meetings held.
- 4 volunteer workshops conducted (in-person or virtual).
- 1 summer camp successfully hosted.

C. Provide evidence of the agency's ability to perform the proposed grant activity through past performance, current capacity and/or plan to acquire the capacity to perform.

1. Provide data that demonstrates proven success in offering the same, similar, or related activities to achieve the proposed outcomes. *(3,000 character count limit)*

Since 2008, FPH has served over 850 children in foster care through PV, providing safe, supervised visits for siblings separated in foster placements to strengthen their family bonds. As Hawai'i's only agency offering these services in neutral, supportive environments, PV serves children of all ages and legal statuses, as long as one sibling is in care. The program has been recognized as a model by the National Resource Center for Permanency and Family Connection, a Federal Children's Bureau service, which speaks to its proven design and impact.

PV's services include monthly visits where sibling groups connect in safe, neutral environments under the supervision of trained community volunteers. In addition to these visits, PV organizes quarterly events, sponsored by local businesses that provide opportunities for siblings to create shared memories through activities like picnics, zoo visits, and cultural experiences. Each year, PV also offers a three-day summer camp, allowing siblings extended time together to deepen their bonds in a structured, supportive environment.

PV's community volunteers are carefully screened including criminal and reference checks, trained, and matched with sibling groups, offering consistent support that enhances children's well-being. Volunteers play a vital role by coordinating visits, providing mentorship, and offering stability as regular adult figures in the children's lives. Through ongoing workshops in trauma care, safety, and behavioral guidance, PV equips volunteers to navigate challenges effectively, while also raising public awareness and support for the foster care system through their involvement.

PV also relies on partnerships with local businesses and civic groups, such as Locations Foundation, Golden State Foods, First Presbyterian Church of Honolulu, and EPIC 'Ohana HI H.O.P.E.S. Youth Leadership Board. These partnerships allow PV to organize and sponsor enrichment activities that reduce program costs while fostering a supportive community for the children. Events bring together siblings, volunteers, and donors, creating an extended network of support that benefits everyone involved.

To ensure effective program management, PV employs a Program Coordinator with a bachelor's degree, who oversees daily operations, liaises with DHS and caregivers, and works closely with volunteers to maximize the quality of sibling visits.* A part-time Case Assistant handles volunteer recruitment, training, and engagement.

In partnership with DHS, PV receives referrals of sibling groups and receives assistance with volunteer screening. PV staff conduct initial home visits with new families to introduce the program and foster trust with caregivers. Throughout the program, PV staff maintain open, positive communication with caregivers and DHS social workers, ensuring that each child's participation is fully supported.

*The Program Coordinator position is currently vacant and a resume is not included in the Attachments. This position will be filled by the beginning of the proposed project.

2. Describe the applicant's capacity to successfully achieve the proposed outcomes.
OR
Provide a plan to acquire the capacity to successfully achieve the proposed outcomes (including how the applicant has acquired similar capacity in the past).

Responses should include organizational knowledge, staffing, fiscal resources, facilities and other resources, stakeholders and relationships, and other relevant resources. *(3,000 character count limit)*

FPH has over 50 years of combined experience in child welfare, with a focus on the needs of abused and neglected children, birth families and caregivers. Our dedicated staff are experts in child abuse, neglect and trauma, and they use evidence-based practices to improve outcomes for children in the child welfare system. Key skills among our team include assessment, case management, training, advocacy and community building. With a wide array of programs, FPH can quickly and efficiently connect children, youth and families to additional support service as needed.

FPH's leadership team brings extensive experience to oversee PV effectively. The program is supervised by our Director of Programs (DOP), a licensed social worker with over 25 years of experience working with children and families. Our Program Coordinator and Case Assistant manage day-to-day program activities, ensuring smooth operations and consistent support for sibling visits.

FPH is accredited by the Council on Accreditation (COA), meeting high standards in administration and service delivery. Licensed by the State of Hawaii as both a Child Placing Organization and Child Care Institution, we operate under strict regulatory and best-practice guidelines to ensure program quality and compliance. One of its programs, the Family Strengthening Center, was recently accredited by the national American Psychology Association. Additionally, FPH is committed to promoting the voices of youth in care. We actively employ former foster youth, incorporating their valuable insights into program improvement, and have coordinated the "Ohana Is Forever" conference for six years, where youth in care help develop and present curriculum for youth and adult audiences.

Our team is trained in areas including domestic abuse, child abuse, neglect and substance abuse. FPH has a comprehensive procedure manual and specific guidelines for PV as well as policies on client confidentiality that meet State and COA standards. Our Limited English Proficiency program enables us to meet the needs of diverse clients, and all staff undergo rigorous background checks and continuous training. New staff receive monthly supervision from the DOP, who ensures adherence to high standards of service quality.

With an established framework, experienced staff, and robust resources, FPH is well-prepared to achieve the proposed outcomes for PV and sustain its positive impact on children in foster care.

D. Describe the applicant's sustainability and/or additional long-term benefit to the community

1. Provide a plan for sustaining and / or expanding activities beyond the applicable grant period. *(2,000 character count limit)*

FPH has successfully secured diverse funding from community foundations and is applying to Grant In Aid to strengthen PV on Oahu while building a sustainable funding base. FPH is actively growing individual donations through an annual campaign and fundraiser, and PV has developed a network of business donors who support events throughout the year. A new branding and awareness campaign will increase PV's community exposure, highlighting its needs and accomplishments to attract further support.

Post-grant, PV will continue to pursue foundation grants and individual contributions. We maintain close collaboration with the Department of Human Services to explore future funding avenues. Key funding partners already identified include the Hawaii Community Foundation, The Healy Foundation, Sam & Mary Castle Foundation, and The Zilber Family Foundation. Our Board members are also committed to leveraging their relationships with businesses and corporations to sustain PV, reaching out within their networks to secure new resources.

Additional funding sources targeted for fiscal year 2026 include:

- Servco Foundation
- The Galesi Family Foundation
- State of Hawaii Judiciary

The impact of PV's sibling support program is profound: siblings offer stability, familiarity, and mutual understanding that are essential for children who have experienced trauma. Supporting and maintaining these relationships strengthens children's social and emotional development, helping them build positive relationships that extend into other areas of life, such as friendships and school. FPH's goal is to ensure PV continues to foster these lasting bonds, which play a crucial role in children's long-term well-being and resilience.

2. Describe the applicant's capacity and resources to carry out the above plan (staffing, funding, etc.) beyond the grant period. *(2,000 character count limit)*

FPH is committed to the long-term success and sustainability of PV. While we recognize the challenges posed by our reliance on government contracts and grants, our Leadership and Board of Directors have taken significant steps to diversify funding, engaging both local and national sources focused on family strengthening and prevention programs.

PV provides critical support to siblings placed in separate foster homes due to maltreatment. By facilitating consistent, structured visits, the program mitigates the mental health effects often associated with separation and helps siblings maintain their vital emotional connections. Our volunteers document each visit, creating "Life Story" books for the children, complete with photos and memories of time spent together. These books offer a tangible sense of continuity and belonging, providing children with a positive connection to their past that aids in processing their experiences as they grow.

FPH is building PV's capacity through public awareness campaigns, community engagement, and partnerships with key advocates. This outreach not only enhances public understanding of the program's mission but also attracts champions and partners who will be essential to its future sustainability. Our Continuous Quality Improvement (CQI) team actively collects and evaluates data on sibling visits and their effects on children's well-being, creating a body of evidence that demonstrates the program's impact.

To ensure ongoing support, FPH maintains regular communication with existing partners and seeks new collaborative opportunities. Through data-driven reports, success stories, and community involvement, we engage stakeholders who share our commitment to supporting children in foster care.

E. No CITY funds or assistance. The highest consideration will be given to applicants that do not receive other funding or any form of assistance from the CITY. While applicants that receive other funding or assistance from the CITY may apply for Grants in Aid funding, the extent of funding or assistance already received in relation to services provided must be considered prior to awarding Grants in Aid funds. A percentage of the sub-total criteria points will be awarded to Grantees based on the criteria below and the information about past funding / assistance from the CITY that follows.	
The applicant has received no award from the CITY within the last 3 years.	**10%**
The applicant has received 1-2 awards from the CITY within the last 3 years.	**7%**
The applicant has received 3-5 awards from the CITY within the last 3 years.	**5%**
The applicant has received between 6-9 awards from the CITY within the last 3 years.	**3%**
The applicant has received 10 or more awards from the CITY within the last 3 years.	**0%**

GRANTEE RECEIPT OF CITY GRANTS

Identify all CITY grants received by Grantee (or Fiscal Sponsor) in the last three (3) years. Information will be verified by the CITY.

1. Grant Activity Name & Contract #: CT-DCS-2400019
   Grant Period: 10/01/23 to 3/31/25 Grant Amount: $200,000
   Grant Purpose: Project Visitation
   Grant Activity Status: X☐ Underway ☐ Completed ☐ Canceled
   Administrating Division: DCS

2. Grant Activity Name & Contract #: CT-DCS-2300014
   Grant Period: 10/01/2022 to 9/30/2023 Grant Amount: $181,600
   Grant Purpose: Project Visitation
   Grant Activity Status: ☐ Underway X☐ Completed ☐ Canceled
   Administrating Division: DCS

3. Grant Activity Name & Contract #: _____
   Grant Period: _____ Grant Amount: _____
   Grant Purpose: _____
   Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
   Administrating Division: _____

4. Grant Activity Name & Contract #: _____
   Grant Period: _____ Grant Amount: _____
   Grant Purpose: _____
   Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled

E. Age Friendly Honolulu (Complete only if applying for the bonus points)
Consideration is to be given to applicants that incorporate the vision and goals of the Age-Friendly Honolulu Program (as codified in ROH Chapter 2, Article 22), including but not limited to (1) enabling residents of all ages to actively participate in activities that keep them socially engaged, healthy, and active; and (2) removing barriers to inclusion for and providing support services to vulnerable residents and/or have physical limitations.

If awarded bonus points for being an Age-Friendly Honolulu project, the Grantee will be subject to additional reporting requirements, including but not limited to name, age, and physical location of seniors being served by the project.

To be eligible for the bonus points as an Age-Friendly Honolulu project an organization must demonstrate the proposal aligns with Age-Friendly Honolulu's priorities by completing the following TWO steps:

1) Go the following website https://www.hiphi.org/age-friendly-honolulu/ to access an Age-Friendly Honolulu training video. The video should be watched by at least one (1) person from the non-profit organization in a leadership position (Executive Director, Administrator, or equivalent). This video will define an "age-friendly city" and explain what types of projects align with the Age-Friendly Honolulu Vision.

2) Complete the section below by selecting which Age-Friendly Honolulu category best fits the activities of your organization and providing a brief description of how your proposal is an Age-Friendly Honolulu project.

☐ Enabling Residents of all ages to actively participate in activities that keep them socially engaged, healthy, and active, particularly at the oldest ages

X☐ Providing Kupuna with meaningful roles in the community, including mentors, volunteers, or through intergenerational programming

☐ Removing barriers to support community inclusion and accessibility for persons of all abilities.

3) How is your proposal an Age-Friendly Honolulu Project and explain how your organization can meet the additional reporting requirements if awarded? *(2,000 character count limit)*

The Project Visitation (PV) program aligns with the objectives of the "Age-Friendly Honolulu Project" by actively engaging kūpuna (elders) in meaningful roles that foster intergenerational connections and community enrichment. The program creates opportunities for kūpuna to serve as mentors, volunteers, and participants in intergenerational programming.

Through this initiative, kūpuna will contribute in the following ways:

- Mentorship: Kūpuna will support youth participants by sharing their knowledge, skills, and life experiences, offering valuable guidance and encouragement during program activities. Their mentorship creates a bridge of understanding between generations, fostering a sense of belonging and mutual respect.
- Volunteer Roles: Kūpuna will assist with program events and activities. This involvement provides kūpuna with purposeful community engagement while enhancing program outcomes.

- Intergenerational Programming: Kūpuna and youth will collaborate on shared activities designed to build relationships, share perspectives, and foster understanding. These activities aim to bridge generational gaps, creating lasting connections and promoting mutual growth.

The PV program's emphasis on intergenerational participation demonstrates its commitment to creating inclusive opportunities for kūpuna, ensuring they remain active and valued contributors to the community. By involving kūpuna, the program not only strengthens its own activities but also aligns with the goals of the Revised Ordinances of Honolulu, Article 22, by fostering an age-friendly, inclusive environment.

Meeting Additional Reporting Requirements
As an experienced organization, we are well-prepared to meet the additional reporting requirements associated with Age-Friendly Honolulu projects. We will track and document kūpuna participation through detailed attendance logs, activity reports, and final reports will be submitted to meet compliance and demonstrate the program's success.

Proposal 30

APPENDIX A: TIER II GRANT PROPOSAL (Grants $25,000 to $150,000)
SOLICITATION NO. RGP-DCS-GIA2026

Instructions: The proposal below must be completed in full. Responses must be provided in the fillable boxes provided. Where annotated, the fillable boxes have predetermined maximum limits on character counts. Letters, numbers, punctuation marks, and spaces are included in the character count limits.

SECTION I
SUMMARY

A. Grantee Legal Name:	Family Promise of Hawai'i
B. Is Grantee a Fiscal Sponsor?	☐ Yes ☐ ☑ **No**
C. Grant Activity Name:	Ending Family Homelessness

D. Briefly describe the Grantee's background, history (including year established), and mission. *(400 character count limit)*

Family Promise of Hawai'i (FPH) is a 501c3 nonprofit whose mission is to transform the lives of families with children in Hawai'i facing homelessness by providing housing, resources, and support. Founded in 2005, FPH has prevented and ended homelessness for more than 6,500 children, parents, and family members through emergency shelter, rental assistance, case management, and wraparound services.

E. Briefly describe the Grant Activity and public need being filled. *(400 character count limit)*

FPH will prevent and end homelessness for families with children through interim housing (non-congregate emergency shelter); short-term rental assistance; individualized, holistic case management; and wraparound support to help families regain stable housing. Young children are at the greatest risk for becoming homeless. This project will fill a critical gap as family homelessness is on the rise.

F. Briefly summarize Grant Activity outcomes and measures of success, including number and description of those served. *(400 character count limit)*

Provide emergency shelter to 160 individuals (40 families) and divert 96 individuals (24 families) from homelessness, serving 256 individuals (64 families) total. Distribute food to 160 individuals and host 1,536 engagements in Keiki and Parent Nights. Offer workshops in financial literacy, career development, and life skills. Facilitate 144 referrals to community partners for essential resources.

G. Council District
Check all districts that will benefit from the Grant Activity. Provide the amount requested per district. Amounts must be in whole numbers only.

☐ District 1 $	☐ District 2 $	☐ District 3 $
☐ District 4 $	☑ District 5 $150,000	☐ District 6 $
☐ District 7 $	☐ District 8 $	☐ District 9 $
Total Amount Requested (must be $25,000 to $150,000)	$150,000	

H. Type of Grant Activity (pick ONE category that best reflects the Grant Activity):		
1. Public Services: Projects in this category will support qualified public service and programs for the target populations deemed by the CITY to be most vulnerable.		
☐ A. Public Service -- Seniors	☐ B. Public Service -- Children	☐ C. Public Service -- Disabilities
☒ D. Public Service -- Homeless	☐ E. Public Service – Domestic Violence	☐ F. Public Service – Substance Abuse
☐ G. Public Service – Mental Health	☐ H. Public Service – Other (describe):	
2. Arts, Culture, Community/Economic Development, and the Environment: Projects in this category will support the sustainable imporvement in the well-being and quality of life of local communities, especially low- to moderate income areas.		
☐ A. Arts	☐ B. Culture	☐ C. Community Development
☐ D. Economic Development	☐ E. Environment	

GRANTEE'S CERTIFICATION AND SIGNATURE

The undersigned, subject to personal liability and penalty under applicable law, certifies that he or she: (i) is authorized to sign this Grant Proposal; (ii) personally prepared or reviewed the matters found in this Grant Proposal (including any related documents/attachments); (iii) asserts all statements made in this Grant Proposal (including all attachments) are true, accurate and complete; (iv) has the requisite skills and knowledge to assert the foregoing certification; and (v) has complied and shall continue to comply with all applicable requirements of Chapter 6, Article 29 of the Revised Ordinances of Honolulu 2021, as amended (Link), regarding private organizations receiving grants of public funds from the City and County of Honolulu.

Ryan Catalani — 12/2/24

Signature of Grantee — Date

Ryan Catalani, Executive Director

CERTIFICATE OF THE BOARD OF DIRECTORS NO OBLIGATIONS IN ARREARS

The undersigned of the Board ("Grantee") hereby certifies that the Grantee or any principal of the Grantee or sponsored organization (where the Grantee is a Fiscal Sponsor) is not in arrears on any financial or other obligation owed to the City & County of Honolulu, a municipal corporation of the State of Hawaii.

(Signature)

Justin Puckett
(Print name)

CERTIFICATE OF THE BOARD OF DIRECTORS AUTHORIZATION TO ASSIGN AUTHORITY

The undersigned of the Board ("Grantee") hereby certifies that Ryan Catalani (name), Executive Director (title), has been authorized by the Board of Directors to sign proposals, contracts, and related documents on behalf of the Grantee. Accordingly, I hereby assign the authority by the Board to execute proposals, contracts, and contract amendments on behalf of the Grantee, and further certify that the assigned is given the power and authority to do all things necessary to implement, maintain, amend, or renew such contracts, including but not limited to the delegation of signing authority to another employee of the Grantee.

(Signature)

Justin Puckett
(Print name)

STATE OF HAWAII)
CITY AND COUNTY OF HONOLULU)

On this 19th day of November, 2024, before me appeared Justin Puckett, personally known to me, who, being by me duly sworn, did say that he/she is the vice president of the board and that the corporation has no corporate seal, and that said instrument was signed in behalf of said corporation by authority of its Board of Directors, and said he acknowledged said instrument to be the free act and deed of said corporation.

MAN CHUN QUAN NOTARY PUBLIC No. 05-580 STATE OF HAWAII

Man Chun Quan
Notary Public, State of Hawaii

My Commission expires: SEP 11 2025
NOV 19 2024

Doc. Date: _____ # Pages 1
Name: _____ First Circuit
Doc. Description: Certificate of the board of Directors NO obligations in arrea

Signature NOV 19 2024 Date

NOTARY CERTIFICATION

MAN CHUN QUAN NOTARY PUBLIC No. 05-580 STATE OF HAWAII

SECTION II
GRANT ACTIVITY INFORMATION

A. Describe how the community need, stated problem/issue, and target population are effectively validated. The description must include how the public services' target population is vulnerable or how the arts, culture, community/economic development, or environmental activities will especially support low- to moderate-income areas.

1. Provide substantive data and other qualifying information to demonstrate how the problem/issue impacts the target population and is a community priority that needs to be addressed. *(5,000 character count limit)*

Addressing homelessness is one of the community's top priorities. This project by Family Promise of Hawai'i (FPH) will prevent and end homelessness for families with children, a population that is often overlooked, even though young children are at the highest risk.

Children under age 1 are more likely to experience homelessness than people of any other age in the US, according to federal research, followed by children ages 1-5.

In the 2024 O'ahu Point In Time (PIT) Count, family homelessness increased 19% between 2023 and 2024 — an increase 1.5 times greater than the overall increase in homelessness. Over 1,100 children, parents, and family members were identified as homeless on a single day in 2024, including 247 who were unsheltered. In the region where this project is located, 31 households with keiki were found to be experiencing unsheltered homelessness.

On an annual basis, over 3,600 public school students experience homelessness, according to the state Department of Education (DOE). Federal research shows that 1 in 30 young children in Hawai'i experience homelessness.

In the Kaimuki-McKinley-Roosevelt DOE complex area, where this project is located, 1 in 37 public school students experienced homelessness, according to the DOE — the third highest rate on O'ahu. Children experiencing homelessness are well-known to be undercounted in official statistics, meaning the true prevalence is likely higher.

FPH now receives 40% more calls seeking assistance compared to last year. Many families are at risk: Over a quarter of Hawai'i families have found it difficult to pay for basic household needs (such as food, rent, car, and healthcare), according to the US Census Bureau's Household Pulse Survey in July-August 2024, and about 10% think they might be evicted in the next two months.

Housing unaffordability is closely linked with homelessness, and low-income families with young children are at particularly high risk because of three intertwined forces: increased costs associated with young children (such as child care), lower family income (if parents leave the workforce to care for newborns), and a lack of affordable housing. For every 100 low-income households, only 40 housing units are available and affordable to them, according to the National Low Income Housing Coalition.

In the 96826 ZIP code, where this program is located, one in five single-parent families with children were in poverty, according to the US Census Bureau, putting them at higher risk of homelessness. The federal poverty guideline for a family of four in Hawai'i is $35,880 per year, or $2,990 per month, and the median rent for a 2-bedroom apartment in 96826 is $1,808, according to Census data, which would consume an unsustainable 60% of the income of a family in poverty. Overall, in 96826, more than half of renters are housing cost-burdened, according to UHERO.

Homelessness has more severe effects for young children than poverty alone. The younger and longer a child experiences homelessness, the greater the cumulative toll of negative health outcomes, which can have lifelong effects on the child, the family, and the community.

Children who experienced homelessness as an infant were more likely to have health problems, hospitalizations, and emergency department visits than children in poverty who did not experience infant homelessness, according to Health Affairs. They also have more Adverse Childhood Experiences (ACEs). The early years of life are among the most formative and developmentally critical — children's brains are rapidly growing and they are developing motor and social-emotional skills — and homelessness can disrupt this critical phase of development.

Children experiencing homelessness may experience "toxic stress"—a prolonged activation of the stress response system. This kind of response can disrupt brain development and increase the chances of developmental delays, poor educational performance, and relationship and behavioral difficulties, as well as developing chronic health conditions including diabetes and heart disease.

B. Describe the proposed plan

1. Provide a description of the Grant Activity. This description will be used as the scope of services in the contract. Describe why you chose this Grant Activity and how it will effectively address the community's problem / need. *(3,000 character count limit)*

This project is a comprehensive approach to preventing and ending homelessness for families with children, based on FPH's successful track record over the past 20 years. This project will address a critical community need—families experiencing homelessness—which is a priority of the City and County, and provide public services that target vulnerable populations, including persons experiencing homelessness.

FPH will provide the following services:

1. Intake and resource coordination: FPH's Family Support Coordinator will respond to email and phone inquiries from families seeking services, triaging requests and making referrals to internal and external resources.
2. Shelter diversion: FPH employs an innovative shelter diversion approach for families experiencing homelessness. FPH's Case Manager will first attempt to connect the family directly with stable housing through problem-solving, advocacy, and if necessary, short-term rental assistance. If the family cannot be diverted from shelter, they can enter FPH's interim housing. FPH will divert 24 families (96 individuals) from homelessness.
3. Interim housing: FPH operates free, non-congregate emergency shelter space for families who are experiencing homelessness. Through this project, FPH will provide interim housing for up to 10 families (40 individuals) at a time, or 40 families (160 individuals) annually.
4. Case management: FPH will provide individualized case management to each family it serves, helping them quickly transition back to permanent housing. FPH's trauma-informed, culturally responsive case management approach helps families find appropriate, affordable housing, increase their income and savings, and get connected to other community resources. The Case Manager will create a Housing Stabilization Plan to address each family's unique needs.
5. Provide basic needs: FPH will provide food, hygiene items, and other household essentials for families in the programs, along with a digital learning center with

computers and phones that families can use to find housing and employment, and that their children can use to study.

6. Referrals to support services: FPH will refer families to childcare, health services, education resources, and other partners as necessary.
7. Economic opportunity and other in-house educational resources: FPH's Economic Opportunity Coordinator will partner with local community organizations and volunteers to provide services for the families in the facility, such as:
    a. Financial literacy workshops: FPH partners with the Hawaii State Federal Credit Union to provide monthly workshops on financial literacy.
    b. Vocational workshops: Resume building, interview skills, job placement, and assistance in searching and applying for jobs.
    c. Keiki workshops: STEM, social-emotional learning, and tutoring.
8. Building relationships: FPH's shared dining room allows families and volunteers to eat together and build connections that will increase their long-term housing stability.

2. Provide measurable outcomes, describe how outcomes are aligned with the purposes and priorities of the Grants in Aid Fund, and describe how outcomes directly benefit the target population. *(3,000 character count limit) Public Services should begin with a statement of the number of individuals that the Grant Activity will directly benefit during the Grant Term.*

*T*he following grant activities will directly benefit 256 individuals in 64 families.

Project Outcomes

Outcome 1: Provide interim housing and wraparound support services for 160 individuals in 40 families.

- Alignment with purposes and priorities of the GIA:
    - Serving homeless persons in vulnerable populations.
    - Promotes housing stability: Providing emergency shelter and diversion services addresses homelessness prevention, a critical community need.
- How outcomes directly benefit target population:
    - Provides safe, comfortable shelter for families with children experiencing homelessness to stabilize and plan for long-term housing

Outcome 2: Provide assistance to 96 individuals in 24 families to prevent homelessness by providing resource to maintain or secure stable housing.

- Alignment with purposes and priorities of the GIA:
    - Serving homeless persons in vulnerable populations
- How outcomes directly benefit target population:
    - Promotes housing stability by preventing families with children from experiencing homelessness

Outcome 3: Refer 144 individuals to community partners to additional resources including:

- Health care access
- Education support
- Child care
- Furniture
- Baby supplies

- Alignment with purposes and priorities of the GIA:
    - Serving homeless persons in vulnerable populations
- How outcomes directly benefit target population:

- Promotes housing stability by providing vital resources to promote a healthier, more stable lifestyle, while saving money

Outcome 4: Conduct 48 "Keiki & Parent Night" workshops to increase skills for adults and keiki, covering the following topics:

- 32 workshops covering financial literacy knowledge, icreasing vocational skills, computer literacy, good tenancy, and life skills for adults.
- 16 workshops focused on developing social-emotional skills, tutoring and literacy workshops, and STEM projects for kids.

- Alignment with GIA priorities: Serving homeless persons in vulnerable populations
- How outcomes directly benefit target population:
  - Develops a higher level of skills for both adults and keiki, strengthening their financial standing, employability, and educational benefits for keiki.

Outcome 5: Distribute food to 160 individuals in 40 families

- Alignment with GIA priorities: Serving homeless persons in vulnerable populations
- How outcomes directly benefit target population:
  - Promotes food access and availability for families

3. Provide an action plan to achieve the stated measurable outcomes. If the Grant Activity involves a partnership, provide a description of each partner's role. Must include measurable milestones, specific events, or other performance measures appropriate to achieving the outcomes. *(3,000 character count limit)*

Action Plan to Achieve Stated Outcomes

Outcome 1: Provide interim housing and wraparound support for 160 individuals (40 families)

- Milestones:
  - Open Mo'ili'ili shelter and Date Street shelter within the first month of funding.
  - Case manager will conduct weekly check-ins with families to assess progress toward long-term housing stability.
  - Track and evaluate case plans monthly to ensure all families receive necessary support services, such as access to food, everyday essentials, transportation, and other resources
- Partnerships: Collaborate with local housing authorities and nonprofits to transition families into permanent housing.

Outcome 2: Prevent homelessness for 96 individuals (24 families)

- Milestones:
  - Identify families at risk within the first two months through outreach efforts.
  - Provide each family with financial assistance, landlord mediation, or legal aid within three weeks of enrollment.
  - Conduct quarterly reviews to measure housing stability and adjust services as needed.
- Partnerships: Partner with local organizations providing legal support, mediation services, translation services (if needed), and additional services to ensure rapid service delivery.

Outcome 3: Refer 144 families to community partners for essential resources

- Milestones:
  - Maintain a referral database, tracking outcomes bi-monthly to measure follow-through and satisfaction.
  - Aim for 75% completion of referrals within one month of issuance.

- Partnerships: Work with healthcare providers, child care agencies, baby supply organizations, and more to fulfill family needs.

Outcome 4: Conduct 48 Keiki & Parent Nights to enhance skills for adults and keiki

- Milestones:
  - Schedule workshops in advance, with financial literacy, career development, and computer literacy classes for adults running monthly or bi-monthly.
  - Offer STEM, social-emotional learning, and tutoring sessions for keiki during alternate weeks.
  - Measure attendance and engagement quarterly, with a goal of 80% attendance per family.
- Partnerships: Collaborate with local educators, financial institutions, and community volunteers to facilitate workshops.

Outcome 5: Distribute food to 160 individuals in 40 families

- Milestones:
  - Track distribution logs to ensure all enrolled families receive food supplies as needed.
- Partnerships: Continue partnership with the Hawai‘i Foodbank and The Pantry

Additional Performance Measures

In addition to the key performance measures for each outcome, FPH will also track progress toward these goals:

- Interim housing program maintains 100% occupancy.
- 85% of diverted families remain stably housed for six months post-enrollment.
- 144 community referrals completed, with a 75% service connection rate.
- 75% of workshop participants report improved skills in financial literacy or STEM.
- 100% of enrolled families receive food.

4. Provide a budget narrative that explains how the budget in Section III will achieve the desired outcomes. (*3,000 character count limit)*

Staff Salaries

To effectively address the growing capacity of FPH’s programs, it is crucial to expand the team of case managers and support staff. FPH provides competitive pay and living wages to show employees that they are valued and adequately rewarded for their contributions. Competitive compensation attracts top talent and prevents talented, experienced staff members from seeking higher-paying opportunities elsewhere.

The Case Manager is responsible for quickly transitioning families from homelessness to permanent housing, following a housing-first, trauma-informed approach. The Case Manager assists families in overcoming barriers to sustainable independence, including finding and securing employment, increasing earning potential, maintaining housing, and accessing public benefits.

The Family Support Coordinator will serve as the first point of contact for families seeking assistance and will coordinate services and facility operations for families currently in FPH’s programs. The Coordinator will manage program inquiries, determine eligibility, and make appropriate referrals. The Coordinator will also coordinate with other staff to organize facility and supply needs, support families using the facility, and supervise volunteers at the facility.

The Economic Opportunity Coordinator will help families attain long-term financial stability by developing training materials, partnerships, and workshops focusing on workforce

development and personal finances. The Coordinator works with families to design educational materials tailored to their needs, build relationships with local employers and workforce development programs, and organize volunteer-led workshops to help families increase their skills and knowledge.

Rent
$12,000 will be allocated to support the interim housing facility rent. These funds directly contribute to providing safe and temporary housing for up to 48 families annually. Covering a portion of the facility rent will ensure that other operational funds can remain dedicated to additional essential services.

5. Provide a timeline that is complete, realistic and appropriate to achieve the desired outcomes. This timeline should also be reflected in Section IV. *(3,000 character count limit)*

The timeframes are relative to the date of the contract execution with the City.

- Within one month:
  - FPH will complete setup and will begin enrolling program participants into the units.
  - FPH will have hosted four Keiki & Parent Nights for families in our programs
  - One financial literacy workshop in partnership with the Hawaii State Federal Credit Union for adults
  - One career development workshop for adults
  - One tutoring and literacy workshop for kids
  - One STEM workshop for kids
- Within three months:
  - 40 individuals in 10 families will begin successfully transitioning into their own permanent housing, opening new spaces for additional families to be served.
  - FPH will have hosted twelve Keiki & Parent Nights for families in our programs
  - Three financial literacy workshops in partnership with the Hawaii State Federal Credit Union
  - Three career development workshop for adults
  - One life skills and good tenancy workshops for adults
  - One computer literacy workshops for adults
  - Two tutoring and literacy workshops for kids
  - Three STEM workshops for kids
  - 40 individuals will receive food from the Hawai‘i Foodbank
- Within six months:
  - 80 individuals in 20 families will begin successfully transitioning into their own permanent housing, opening new spaces for additional families to be served.
  - FPH will have hosted 24 Keiki & Parent Nights for families in our programs
  - Six financial literacy workshops in partnership with the Hawaii State Federal Credit Union
  - Six career development workshops for adults
  - Two life skills and good tenancy workshops for adults
  - Two computer literacy workshops for adults
  - Four tutoring and literacy workshops for kids
  - Six STEM workshops for kids
  - Two social-emotional learning workshops for kids
  - 80 individuals will receive food from the Hawai‘i Foodbank
- Within nine months:
  - 120 individuals in 30 families served will begin successfully transitioning into their own permanent housing, opening new spaces for additional families to be served.

- FPH will have hosted 36 Keiki & Parent Nights for families in our programs
- Nine financial literacy workshops in partnership with the Hawaii State Federal Credit Union
- Nine career development workshops for adults
- Three life skills and good tenancy workshops for adults
- Three computer literacy workshops
- Five tutoring and literacy workshops for kids
- Nine STEM workshops for kids
- Three social-emotional learning workshops for kids
- 120 individuals will receive food from the Hawaiii Foodbank

- Within the first year:
  - 160 individuals (40 households) will have received temporary housing and wraparound services.
  - FPH will have hosted 48 Keiki & Parent Nights for families in our programs
  - 12 financial literacy workshops in partnership with the Hawaii State Federal Credit Union
  - 12 career development workshops for adults
  - 4 life skills and good tenancy workshops for adults
  - 4 computer literacy workshops
  - Six tutoring and literacy workshops for kids
  - 12 STEM workshops for kids
  - Four social-emotional learning workshops for kids
  - 160 individuals will receive food from the Hawai‘i Foodbank

C. Provide evidence of the agency's ability to perform the proposed grant activity through past performance, current capacity and/or plan to acquire the capacity to perform.

1. Provide data that demonstrates proven success in offering the same, similar, or related activities to achieve the proposed outcomes. *(3,000 character count limit)*

FPH has a proven track record of transformative services and is recognized as a community leader in addressing family homelessness. Since 2005, FPH has served more than 6,500 children, parents, and family members. So far in 2024, FPH has served a total of 647 families (1,941 individuals), and 84% went directly to stable housing in an average of 55 days. FPH measures its effectiveness through data tracking, client surveys and a variety of performance reports. The internal evaluations are validated by monitoring from funders, government partners, and the national Family Promise organization, which ranked FPH among the top 10% of highest-performing affiliates in 2023.

FPH employs a holistic, compassionate, and individualized approach, offering interim housing combined with a variety of wraparound services to help families quickly return to stable housing. So far in 2024, FPH has served 128 individuals in 38 families in the interim housing program. As the number of families experiencing homelessness grows, we have taken innovative pathways to increase the number of families we serve.

In addition to our short-term, low-barrier shelter programs, we offer prevention and diversion programs to help families avoid becoming homeless, rapid rehousing and rental assistance programs, housing navigation and case management services, and stabilization services to ensure families remain stably housed. So far in 2024, FPH has provided emergency rental assistance and stabilization services to 413 individuals in 108 families. Additionally, families increased their income by an average of 12% and their savings by 43%.

All programs also provide for families' basic needs, like meals, transportation, showers, and hygiene products, along with financial literacy education, job training, emotional support, and referrals to meet each household's unique long-term needs. Most recently, FPH established a partnership with Hawaii State Federal Credit Union to provide monthly financial literacy workshops to clients in our programs.

Between 2015 and 2023, FPH's efforts contributed to a 60% decrease in Oahu families experiencing unsheltered homelessness and living in homeless shelters. FPH was part of a collaborative effort credited in 2017 with the state's "first homeless reductions in over 5 years".

FPH asks families to complete a survey after exiting its programs. In 2023, 90% of respondents agreed that they feel capable of maintaining housing after exiting our Programs.

A single mom of four recently shared about her experience with FPH. Aftering leaving an 11-year domestic violence relationship, she regained custody of her kids, secured a full-time job, and is pursuing a degree in social services. She credits Family Promise for helping her transition out of a shelter, reunite her family, and secure stable housing. Now, with a brighter outlook, she's paying off debt, saving money, and building a secure future while helping others in similar situations.

2. Describe the applicant's capacity to successfully achieve the proposed outcomes. Responses should include organizational knowledge, staffing, fiscal resources, facilities and other resources, stakeholders and relationships, and other relevant resources. *(3,000 character count limit)*

Staffing

With a team of 30, FPH has been recognized as a leader in the state in addressing family homelessness. FPH's team possesses extensive training and decades of experience. The team also engages in year-round training opportunities. FPH employees hold various leadership positions in the community and its social work team possesses a combined experience of over 50 years.

Fiscal resources

With an annual budget of over $3 million, FPH has strong financial management capabilities. FPH's Accounting Manager and Grants and Finance Manager administer the organization's day-to-day financial operations. The Finance Committee of the Board of Directors meets monthly to review the organization's financial reports, systems, and internal controls.

FPH has extensive experience managing federal grant programs, along with grants from the city and state. Current federal awards include the Community Development Block Grant (CDBG), Emergency Solutions Grant (ESG), and Continuum of Care (CoC).There have been no findings concerning FPH's management of its grants.

Facilities

- 'Ohana Navigation Center – Mo'ili'ili: FPH acquired this building to provide shelter for 24 individuals, 6 families, at a time. Will serve 96 individuals in 24 families annually.
- Date St: Leased shelter for four families at a time. Will serve 64 individuals (16 families) annually.

Community Partnerships

FPH plays a leadership role in the local Continuum of Care, a coalition of homelessness-focused nonprofits, government entities, and community leaders, and is part of the 2022-2024 and 2025-2027 ALICE Cohorts, a group of nonprofits working to collectively improve the lives of economically insecure households.

FPH receives referrals from:

- AUW 211
- Unite Hawaii
- Domestic Violence Action Center
- Child and Family Service
- Partners In Care – Coordinated Entry System

Education support:

- State Department of Education: The Education for Homeless Children and Youth
- Partners In Development
- Hawaii Literacy

Housing support:

- Partners In Care Landlord Engagement Program
- Housing Solutions, Inc.
- Private landlords
- Locations LLC

Financial and employment

- Ready2Work
- Hawaii State Federal Credit Union
- Hawaiian Community Assets
- Council for Native Hawaiian Advancement

Legal and translation services:

- Legal Aid Society of Hawai‘i
- Mediation Center of the Pacific
- Pacific Gateway Center
- Language Services Hawaii

Healthcare:

- Alohacare
- ‘Ohana Health Plan
- Hawaii Pacific Health
- Queen’s Medical System

Food and household needs:

- Hawai‘i Foodbank
- Healthy Mothers Healthy Babies Coalition of Hawai‘i
- Aloha Diaper Bank

FPH also collaborates with local businesses, congregations, schools, and civic groups through volunteer opportunities, maximizing its impact on the community.

D. Describe the applicant’s sustainability and/or additional long-term benefit to the community

1. Provide a plan for sustaining and / or expanding activities beyond the applicable grant period. *(2,000 character count limit)*

Sustainability

FPH will continue to partner with public and private funders, and partner agencies to work towards our collective goal of ending homelessness in Hawaii. FPH has a diversified revenue stream which allows us to continue serving vulnerable families in our community, even if one funding stream ends. FPH continually seeks out new donors and funding sources to continue serving families experiencing housing instability.

Long-term community benefits

FPH's comprehensive program can generate long-term, larger-scale benefits for the community. These include:

- Breaking the cycle of poverty: Providing families with stable housing, skills training, and financial literacy equips them with the tools to achieve and maintain financial independence. Breaking the intergenerational cycle of poverty creates a ripple effect, reducing the prevalence of homelessness and economic instability within the community.
- Improved outcomes for children: Quickly intervening to prevent and end homelessness for children ensures they experience stability and continuity in their education and well-being. This contributes to better academic achievement, improved physical and mental health, and the potential for higher lifetime earnings, leading to a more educated and skilled future workforce.
- Stronger workforce and economic growth: Vocational workshops and job placement support prepare individuals for sustainable employment, reducing unemployment rates.
- Healthier communities: Wraparound support services and health resources address social determinants of health, reducing strain on public health systems. Specifically, improved health outcomes for families, especially children, result in fewer emergency room visits and lower healthcare costs.
- Reduced social costs: Addressing homelessness and poverty proactively reduces the burden on public systems such as law enforcement and emergency and social services.

2. Describe the applicant's capacity and resources to carry out the above plan (staffing, funding, etc.) beyond the grant period. *(2,000 character count limit)*

FPH has the expertise, resources, and community support to ensure this program's success and sustainability beyond the grant period. With a strong history of leveraging funding, such as City GIA grants, to expand programs and secure long-term support, FPH will identify and secure additional public and private funding in the first year.

The team brings decades of experience working with this population:

- Masako McCarthy, Case Manager: With 10+ years of experience supporting vulnerable populations, including four years at FPH, Masako holds a Master's in Social Work from the University of Hawai'i and specializes in family advocacy and shelter support.
- Tanya Cavin, Family Support Coordinator: Fluent in Palauan, Chuukese, and Japanese, Tanya has served as the first point of contact for families for over a year, ensuring culturally responsive services for Native Hawaiian and Pacific Islander families, who represent 80% of clients.
- Teana Tamanaha, Economic Opportunity Coordinator: With a Master's in Education in Learning Design and Technology, Teana has expertise in financial literacy and workforce development, creating impactful workshops and training materials. She also brings three years of teaching experience in STEM and technology.

This experienced team, coupled with FPH's proven success in securing funding and building partnerships, ensures the program's long-term sustainability and ability to meet the community's needs.

FPH collects household data via client intake, assessment, and exit forms and enters data into both the Homeless Management Information System (HMIS) and FPH's internal data-tracking system. Staff use a data-informed decision-making approach to adjust services to best meet families' needs and performance goals. All families are also given a confidential client satisfaction survey upon exit. Ongoing feedback from FPH's advisory council, composed of families with lived experience with homelessness, will be used to improve organizational performance.

E. No CITY funds or assistance. The highest consideration will be given to applicants that do not receive other funding or any form of assistance from the CITY. While applicants that receive other funding or assistance from the CITY may apply for Grants in Aid funding, the extent of funding or assistance already received in relation to services provided must be considered prior to awarding Grants in Aid funds. A percentage of the sub-total criteria points will be awarded to Grantees based on the criteria below and the information about past funding / assistance from the CITY that follows.	
The applicant has received no award from the CITY within the last 3 years.	**10%**
The applicant has received 1-2 awards from the CITY within the last 3 years.	**7%**
The applicant has received 3-5 awards from the CITY within the last 3 years.	**5%**
The applicant has received between 6-9 awards from the CITY within the last 3 years.	**3%**
The applicant has received 10 or more awards from the CITY within the last 3 years.	**0%**

GRANTEE RECEIPT OF CITY GRANTS

Identify all CITY grants received by Grantee (or Fiscal Sponsor) in the last three (3) years. Information will be verified by the CITY.

1. Grant Activity Name & Contract #: Shelter for Families Experiencing Homelessness, CT-DCS-210021
   Grant Period: 7/17/2020-6/30/2024 Grant Amount: $971,899.87
   Grant Purpose: Emergency shelter and homelessness prevention activities.
   Grant Activity Status: Underway ☑ **Completed** Canceled
   Administrating Division: DCS

2. Grant Activity Name & Contract #: Emergency Shelter Activities, CT-DCS-22000132
   Grant Period: 2/1/22-5/31/24 Grant Amount: $215,696.65
   Grant Purpose: Emergency shelter, homeless prevention, and rapid rehousing activities.
   Grant Activity Status: Underway ☑ **Completed** Canceled
   Administrating Division: DCS

3. Grant Activity Name & Contract #: Emergency Shelter Activities, CT-DCS-2000179
   Grant Period: 1/1/21-4/30/22 Grant Amount: $250,000
   Grant Purpose: Emergency shelter for families experiencing homelessness.
   Grant Activity Status: Underway ☑ **Completed** Canceled
   Administrating Division: DCS

4. Grant Activity Name & Contract #: Emergency Shelter Activities, CT-DCS- 2400162
   Grant Period: 2/4/24-1/31/25 Grant Amount: $251,048

Grant Purpose: Emergency shelter for families experiencing homelessness.
Grant Activity Status: ☑ **Underway** Completed Canceled
Administrating Division: DCS

5. Grant Activity Name & Contract #: Homeless Prevention Activities, CT-DCS-2400218
   Grant Period: 3/20/24-2/28/25 Grant Amount: $169,215.19
   Grant Purpose: Homelessness prevention for families at risk of homelessness.
   Grant Activity Status: ☑ **Underway** Completed Canceled
   Administrating Division: DCS

6. Grant Activity Name & Contract #: Emergency Shelter and Support Services, CT-DCS-2400088
   Grant Period: 12/1/23-11/30/24 Grant Amount: $100,000
   Grant Purpose: Emergency shelter for families experiencing homelessness.
   Grant Activity Status: ☑ **Underway** Completed Canceled
   Administrating Division: DCS

E. Age Friendly Honolulu (Complete only if applying for the bonus points)
Consideration is to be given to applicants that incorporate the vision and goals of the Age-Friendly Honolulu Program (as codified in ROH Chapter 2, Article 22), including but not limited to (1) enabling residents of all ages to actively participate in activities that keep them socially engaged, healthy, and active; and (2) removing barriers to inclusion for and providing support services to vulnerable residents and/or have physical limitations.

If awarded bonus points for being an Age-Friendly Honolulu project, the Grantee will be subject to additional reporting requirements, including but not limited to name, age, and physical location of seniors being served by the project.

To be eligible for the bonus points as an Age-Friendly Honolulu project an organization must demonstrate the proposal aligns with Age-Friendly Honolulu's priorities by completing the following TWO steps:

1) Go the following website https://www.hiphi.org/age-friendly-honolulu/ to access an Age-Friendly Honolulu training video. The video should be watched by at least one (1) person from the non-profit organization in a leadership position (Executive Director, Administrator, or equivalent). This video will define an "age-friendly city" and explain what types of projects align with the Age-Friendly Honolulu Vision.

2) Complete the section below by selecting which Age-Friendly Honolulu category best fits the activities of your organization and providing a brief description of how your proposal is an Age-Friendly Honolulu project.

☐ Enabling Residents of all ages to actively participate in activities that keep them socially engaged, healthy, and active, particularly at the oldest ages

☑☐ **Providing Kupuna with meaningful roles in the community, including mentors, volunteers, or through intergenerational programming**

☐ Removing barriers to support community inclusion and accessibility for persons of all abilities.

3) How is your proposal an Age-Friendly Honolulu Project and explain how your organization can meet the additional reporting requirements if awarded? *(2,000 character count limit)*

Our proposal supports an Age-Friendly Honolulu by fostering intergenerational connections and engaging kupuna in meaningful roles as mentors and volunteers, promoting a sense of purpose and community integration. FPH has engaged kupuna in these roles since its founding.

Kupuna Involvement

- Mentorship and Volunteering: Kupuna play a vital role in our programs, contributing to tutoring sessions for keiki, sharing life skills, and supporting family workshops. Their participation fosters intergenerational bonds, passing down knowledge and cultural values to younger generations.
- Accessible Volunteer Opportunities: Tasks like preparing home-cooked meals, assisting with donation drives, and light hands-on work are tailored to accommodate all abilities, ensuring kupuna can actively contribute without physical strain.

Intergenerational Programming

- Keiki & Parent Nights: Kupuna are encouraged to join as mentors or facilitators, offering their expertise in workshops such as STEM, literacy, or cultural education. Their involvement enriches the learning experience for keiki while promoting meaningful engagement for kupuna.

Reporting Capacity

Our organization has an established online volunteer logging system, enabling us to track volunteer hours, activities, and demographics, including kupuna participation. This system ensures accurate reporting of Age-Friendly Honolulu metrics, such as the number of kupuna engaged and their impact on our programs.

By integrating kupuna as mentors and volunteers and offering opportunities for intergenerational collaboration, our proposal aligns with Age-Friendly Honolulu priorities while promoting inclusion, purpose, and connection across generations.

APPENDIX A: TIER II GRANT PROPOSAL (Grants $25,000 to $150,000)
SOLICITATION NO. RGP-DCS-GIA2026

Instructions: The proposal below must be completed in full. Responses must be provided in the fillable boxes provided. Where annotated, the fillable boxes have predetermined maximum limits on character counts. Letters, numbers, punctuation marks, and spaces are included in the character count limits.

SECTION I
SUMMARY

A. Grantee Legal Name:	Feeding Hawaii Together (Trade Name: The Pantry)
B. Is Grantee a Fiscal Sponsor?	☐ Yes ☒ No
C. Grant Activity Name:	Empowering Communities: Meeting Oahu's Rising Food Crisis

D. Briefly describe the Grantee's background, history (including year established), and mission. *(400 character count limit)*

Feeding Hawaii Together (Trade Name: The Pantry) was established in 2002 with the mission of addressing Oahu's hunger crisis by providing consistent and reliable access to nutritional food. Our vision is to serve as a model for food security and sustainability in Hawaii, ensuring food directly and immediately gets into the hands of hungry individuals and families in need year-round.

E. Briefly describe the Grant Activity and public need being filled. *(400 character count limit)*

With 1 in 3 households struggling with food insecurity, Oahu is facing a public health crisis that is profoundly affecting both physical and mental health. The Pantry's eCommerce food distribution model will serve as a primary safeguard in addressing this public health crisis, ensuring food-insecure individuals and families have regular access to nutritious food year-round.

F. Briefly summarize Grant Activity outcomes and measures of success, including number and description of those served. *(400 character count limit)*

The Pantry is at a pivotal moment to build capacity by adding to its team of direct service personnel, ensuring uninterrupted service to support the growing number of food insecure households struggling to make ends meet. The Pantry will serve an estimated 80,000 duplicated keiki to kupuna through its eCommerce food distribution model, distributing 1.3 million pounds of food over 12 months.

G. Council District
Check all districts that will benefit from the Grant Activity. Provide the amount requested per district. Amounts must be in whole numbers only.

☒ District 1 $15,000	☒ District 2 $7,500	☒ District 3 $7,500
☒ District 4 $15,000	☒ District 5 $7,500	☒ District 6 $15,000
☒ District 7 $45,000	☒ District 8 $30,000	☒ District 9 $7,500

Total Amount Requested (must be $25,000 to $150,000)	$150,000

H. Type of Grant Activity (pick ONE category that best reflects the Grant Activity):		
1. Public Services: Projects in this category will support qualified public services and programs for the target populations deemed by the CITY to be most vulnerable.		
☐ A. Public Service – Seniors	☐ B. Public Service - Children	☐ C. Public Service - Disabilities
☐ D. Public Service – Homeless	☐ E. Public Service – Domestic Violence	☐ F. Public Service – Substance Abuse
☐ G. Public Service – Mental Health	☒ H. Public Service – Other (describe): Addressing food insecurity for vulnerable keiki to kupuna on Oahu	
2. Arts, Culture, Community/Economic Development, and the Environment: Projects in this category will support the sustainable improvement in the well-being and quality of life of local communities, especially low- to moderate income areas.		
☐ A. Arts	☐ B. Culture	☐ C. Community Development
☐ D. Economic Development	☐ E. Environment	

GRANTEE'S CERTIFICATION AND SIGNATURE

The undersigned, subject to personal liability and penalty under applicable law, certifies that he or she: (i) is authorized to sign this Grant Proposal; (ii) personally prepared or reviewed the matters found in this Grant Proposal (including any related documents/attachments); (iii) asserts all statements made in this Grant Proposal (including all attachments) are true, accurate and complete; (iv) has the requisite skills and knowledge to assert the foregoing certification; and (v) has complied and shall continue to comply with all applicable requirements of Chapter 6, Article 29 of the Revised Ordinances of Honolulu 2021, as amended (Link), regarding private organizations receiving grants of public funds from the City and County of Honolulu.

Jennine G Sullivan — November 12, 2024

Signature of Grantee (Fiscal Sponsor) Officer — Date

Printed Name and Title: Jennine Sullivan, Executive Director

CERTIFICATE OF THE BOARD OF DIRECTORS NO OBLIGATIONS IN ARREARS

The undersigned of the Board ("Grantee") hereby certifies that the Grantee or any principal of the Grantee or sponsored organization (where the Grantee is a Fiscal Sponsor) is not in arrears on any financial or other obligation owed to the City & County of Honolulu, a municipal corporation of the State of Hawaii.

(Signature)

J. GILL BERGER

(Print name)

CERTIFICATE OF THE BOARD OF DIRECTORS AUTHORIZATION TO ASSIGN AUTHORITY

The undersigned of the Board ("Grantee") hereby certifies that **JENNINE SULLIVAN** (name), **EXECUTIVE DIRECTOR** (title), has been authorized by the Board of Directors to sign proposals, contracts, and related documents on behalf of the Grantee. Accordingly, I hereby assign the authority by the Board to execute proposals, contracts, and contract amendments on behalf of the Grantee, and further certify that the assigned is given the power and authority to do all things necessary to implement, maintain, amend, or renew such contracts, including but not limited to the delegation of signing authority to another employee of the Grantee.

(Signature)

J. GILL BERGER

(Print name)

STATE OF HAWAII)
CITY AND COUNTY OF HONOLULU)

On this 18th day of October, 2024, before me appeared J. GILL BERGER, personally known to me, who, being by me duly sworn, did say that he/~~she~~ is the PRESIDENT of FEEDING HAWAII TOGETHER and that the corporation has no corporate seal, and that said instrument was signed in behalf of said corporation by authority of its Board of Directors, and said PRESIDENT acknowledged said instrument to be the free act and deed of said corporation.

JR
RP

Raynette R. Fong

Notary Public, State of Hawaii

Raynette R. Fong
Notary Public, State of Hawaii
My Commission Expires: 03/24/2027

My Commission expires:

RAYNETTE R. FONG NOTARY 95-123 PUBLIC STATE OF HAWAII

Doc. Date: undated # Pages -1-
Name: Raynette R. Fong Circuit
Doc. Description: Certificate of the Board of Directors No Obligation in Arrears AND Certificate of the Board of Directors Authorization to Assign Authority

Raynette R. Fong 10-18-24

Signature Date

NOTARY CERTIFICATION

RAYNETTE R. FONG NOTARY 95-123 PUBLIC STATE OF HAWAII

SECTION II
GRANT ACTIVITY INFORMATION

A. Describe how the community need, stated problem/issue, and target population are effectively validated. The description must include how the public services' target population is vulnerable or how the arts, culture, community/economic development, or environmental activities will especially support low- to moderate-income areas.

1. Provide substantive data and other qualifying information to demonstrate how the problem/issue impacts the target population and is a community priority that needs to be addressed. *(5,000 character count limit)*

Oahu is facing a public health crisis, with 1 in 3 households struggling with food insecurity, leading to far-reaching impacts on the physical and mental well-being of individuals and communities.

Although wages in Hawaii are failing to keep up with inflation-driven price increases, the USDA announced a second reduction in SNAP (Supplemental Nutrition Assistance Program) benefits, which took effect in October 2024 (USDA, Aug 2024). This is devastating for families living paycheck to paycheck, as benefits are already inadequate to cover the cost of food, which has increased by 25% since 2020. (Hawaii News Now, May 2024). Aloha United Way indicates a family of four must earn a staggering $107,796 to afford basic household essentials like food, healthcare and housing, spending around $1,757 per month on food alone and seniors spending approximately $595 monthly on groceries (ALICE Update, 2024).

A little over 2 in 5 earn wages below the ALICE (asset limited, income constrained, employed) household survival threshold but are often ineligible to receive federal assistance or the level of government benefits falls painfully short of enabling families to consistently put food on the table (ALICE Update, 2024). Seniors experienced the most significant increase in households falling below the ALICE threshold, while households with children have also seen notable growth in recent years (ALICE Update, 2024). It comes as no surprise that 1 in every 10 households in Hawaii forgoes meals for an entire day at least some or most months throughout the year according to a 2023 survey by Hawaii Foodbank.

Without year-round access to food distribution programs like The Pantry, food insecure children and adults will become even more vulnerable, contributing to a vicious cycle of poverty and chronic health issues. When vulnerable families lack consistent access to nutritious food, they are more likely to suffer from a range of health problems, including malnutrition, obesity, diabetes, heart disease, and weakened immune systems. The stress of food insecurity can also worsen mental health disorders in both children and adults, especially as families are compelled to prioritize food over other essential household needs.

Food insecurity, a major social determinant of health, has a ripple effect on the health outcomes for the entire family, with food insecure families facing 20% higher annual healthcare costs compared to food secure households (Heath, Jan 2023). It is estimated that Hawaii's current 30% food insecurity rate will result in $800 million in additional healthcare costs annually (Hawaii Foodbank, 2023). Among the most severely impacted are the vulnerable food insecure keiki on Oahu, who are more likely to struggle in school and suffer from poor child development, higher hospitalization and behavioral health problems (National Survey on Children's Health, 2016). Oahu's growing number of food insecure kupuna are also at greater risk of poor health outcomes, such as depression, heart attacks and a higher incidence of chronic conditions that escalate healthcare costs, such as high blood pressure, stroke and arthritis (ALICE Report, 2020; CDC, 2018).

Food insecurity significantly exacerbates health disparities, leading to increased rates of obesity, diabetes, heart disease, and mental health challenges when compared to the general population (Oldroyd et al., 2022). A 2023 study on *Food Insecurity in Hawaii* by Hawaii Foodbank suggests a significant link between food insecurity and health. Of the 910 Hawaii residents surveyed, a little over half reporting poor or very poor health were also food insecure. A heartbreaking 60% of these food-insecure individuals delayed prescriptions or took less medication to make resources last longer or save money on essentials.

Children and seniors from low-to-moderate income communities are the primary beneficiaries of services at The Pantry. Although these food insecure keiki and kupuna often have health issues or dietary restrictions, healthy food options are generally cost prohibitive when purchased through many food retail outlets on Oahu. While free food distribution can account for up to half of a family's dietary intake, food lower in salt and added sugars, such as fresh fruit, dairy products, eggs, fresh produce and meat are scarcely available through many food distribution programs (Oldroyd et al., 2022). The Pantry's client choice food model is vital in addressing this public health crisis by combating food insecurity on Oahu through the distribution of healthier food options, while also playing a key role in reducing the long-term healthcare costs linked to poor nutrition.

Given the significant and widespread impact of food insecurity on the well-being of Oahu communities, The Pantry's eCommerce model of food distribution provides a crucial safeguard for Oahu's public health crisis, helping ensure food insecure individuals and families have access to nutritious food year-round.

B. Describe the proposed plan

1. Provide a description of the Grant Activity. This description will be used as the scope of services in the contract. Describe why you chose this Grant Activity and how it will effectively address the community's problem / need. *(3,000 character count limit)*

The Pantry is at a pivotal juncture to expand its bandwidth to support the alarming number of food insecure keiki to kupuna on Oahu, ensuring service delivery is not impacted for the thousands of vulnerable families struggling to put food on their tables.

With no end in sight to unprecedented need, The Pantry plans to increase capacity by adding key program staff essential to distributing food at a level that meets current and anticipated future demand. Over 12 months, The Pantry plans to hire a Program Director, as well as a second Operations Coordinator/Manager and two part-time Coordinators to accommodate demand while exploring the possibility of increasing distribution days from two to three days per week. The Executive Director will collaborate with local producers and distributors to facilitate donations or secure food at discounted costs, enabling The Pantry to distribute 1.3 million or more pounds of food, with 30% estimated to be heathier, more Indigenous food items.

The Volunteer and Distribution Coordinator will recruit and train volunteers to receive, package, and distribute food, creating a year-round safety net for an estimated 80,000 duplicated keiki to kupuna while strengthing local, sustainable food systems. Individuals and families will register for services through the eCommerce website or app, then "shop" online for food tailored to their health needs or cultural preferences, much like a grocery store.

Although inflation is decreasing, the high cost of groceries and reductions to SNAP benefits has worsened food insecurity on Oahu, creating a lasting public health crisis as many families

wrestle to afford basic necessities like food. In 2023, The Pantry experienced a 147% increase in the volume of food distributed compared to 2022, serving a record 106,347 duplicated individuals and distributing more than 2.2 million pounds of food, an increase of 716,219 lbs. more than the food distributed the previous year. In May 2024 alone, The Pantry encountered a record 146% increase in the number of vulnerable individuals served compared to the previous year, distributing an overwhelming 250,000 plus pounds in just 30 days to an astonishing 5,235 duplicated households, while registering more than 360 new households.

The Pantry is currently operating at peak capacity and has already been forced to cap the number of individuals served on distribution days, currently impacting 350 families each week. As the number of food insecure on Oahu reaches crisis levels rivaling numbers served at the height of the pandemic, this project will ensure The Pantry has the bandwidth to continue providing a reliable safety net to meet immediate needs, while offering a long-term solution so families are not forced to choose between food and other essentials just to survive.

2. Provide measurable outcomes, describe how outcomes are aligned with the purposes and priorities of the Grants in Aid Fund, and describe how outcomes directly benefit the target population. *(3,000 character count limit)*

Public Services should begin with a statement of the number of individuals that the Grant Activity will directly benefit during the Grant Term.

Arts, Culture, Community/Economic Development or Environment should begin with a statement as to how the Grant Activity supports the sustainable improvement in the well-being and quality of life of local communities, especially low to moderate income areas.

Over 12 months, The Pantry will directly serve an estimated 80,000 duplicated keiki to kupuna through its eCommerce food distribution model, distributing a projected 1.3 million or more pounds of food.

This program serves as an essential lifeline directly benefiting keiki to kupuna, ALICE families and the physically or mentally challenged throughout the City and County of Honolulu. A little over 2 in 3 clients are considered ALICE, over 1 in 3 have children in their households, 62% are female-led households, and 2 in every 5 are seniors.

Measurable Outcomes by the end of the project period include:

1. Distribute 1.3 million or more pounds of food over 12 months, with a focus on healthy, indigenous items through partnerships with local food sources, including fresh produce, eggs, dairy and frozen proteins.

2. Provide regular access to 80,000 or more duplicated food insecure children and adults who will be able to “shop” for free food through The Pantry’s eCommerce website or app.

Alignment with GIA and Directly Benefitting the Target Population
Aligned with City GIA priorities, this program increases food security by supporting sustainable local food systems, while increasing access to nutritious food for Oahu’s most vulnerable populations. The Pantry’s cutting-edge client choice pantry model facilitates acceptance of an array of healthier food options, empowering individuals to tailor food selections to fit their unique nutritional requirements, as well as cultural preferences.

Food insecure children and seniors continue to be the primary beneficiaries of services at The Pantry, with many who have dietary restrictions that require a selection of healthy food items for optimal health not often found at many other food distribution programs. As the only weekly eCommerce free food distribution program in Hawaii, The Pantry directly benefits vulnerable populations, like children and seniors, providing an innovative food distribution model that addresses systemic barriers restricting equitable access to food and essential goods. As leading change agents, The Pantry supports sustainable local food systems through an eCommerce food distribution model that distributes food and essential items inclusively, equitably and with dignity.

3. Provide an action plan to achieve the stated measurable outcomes. If the Grant Activity involves a partnership, provide a description of each partner's role. Must include measurable milestones, specific events, or other performance measures appropriate to achieving the outcomes. *(3,000 character count limit)*

The Pantry will expand program capacity to ensure it has the bandwidth to effectively accommodate the growing number of food insecure keiki to kupuna in Oahu communities, safeguarding uninterrupted service delivery.

Over the next 12 months, The Pantry plans to add to its team of direct service personnel as The Pantry explores future expansion by increasing distribution days from two to three days a week to meet incredible demand. To achieve measurable outcomes, The Pantry plans to implement the following **Action Plan**:

1. Hire a Program Director to oversee program planning and implementation, enhance service deliveries and streamline distribution.

2. Hire a second Operations Coordinator/Manager and two part-time Coordinators, who will assist in overseeing distribution days, optimizing inventory and client services operations, scheduling pick-up/deliveries, managing the warehouse and maintaining equipment such as forklifts, pallet jacks and delivery trucks.

3. The Volunteer & Distribution Coordinator will collaborate with businesses and community-based organizations to recruit and train an ongoing corp of volunteers to receive food, pack orders and distribute selected items to individuals and families.

4. The Executive Director will develop strategic partnerships, including collaborations with local farmers, growers, fisheries, ranchers, and distributors to help offset rising food prices while increasing the percentage of healthy food items avaialbe to clients weekly.

Operating much like a grocery store, individuals and families will register for services through our eCommerce website or app, then "shop" online for items specific to need, including a weekly assortment of fresh fruit and vegetables, meat and dairy products, poultry, eggs and shelf stable goods. Distinct from part-time or popup food distribution services, The Pantry will ensure food directly and immediately gets into the hands of hungry individuals and families in need through our online portal/app or call-center that facilitates curbside grocery pickup.

Measurable Milestones

1. Register 500 new clients to The Pantry.

2. Recruit and train 300 new volunteers, whether to serve individually, as a group, or part of company/agency community service days/project.
3. Develop 5 partnerships with farmers, growers and distributors, with all local options explored as the primary source for The Pantry's food distribution.
4. Provide vulnerable populations on Oahu with regular access to healthy and nutritious food to mitigate food insecurity.

4. Provide a budget narrative that explains how the budget in Section III will achieve the desired outcomes. (*3,000 character count limit)*

Feeding Hawaii Together requests $150,000 from City Grant-in-Aid funding toward the following expenditures:

$20,000 is requested toward the salary/wages of the **Operations Coordinator/Manager**, who will ensure efficient, safe, and friendly client services by managing volunteer staff, overseeing food distribution, logistics, technology implementation and data reporting ($5,417/mo x 12 mo x .31 FTE).

$20,000 is budgeted to support the salary/wages of the **Volunteer & Distribution Coordinator**, who will streamline and oversee distribution, assist with registering new clients and recruit/train volunteers ($5,250/mo x 12 x .32 FTE).

$40,000 is budgeted toward the salary/wages of two (**2) Part-Time Coordinators** ($3,000/mo x 12 x .56 FTE x 2), who will support delivery through The Pantry's eCommerce distribution by collaborating with team members on logistics, volunteer coordination and warehouse maintenance, while managing pickups and drop-offs of donations and supplies.

$13,880 is budgeted toward the **Fringe of Direct Service to Client Positions** ($80,000 x 17.35%). The Fringe rate includes FICA/Medicare 7.65%; SUTA 5.4%; TDI .5%; ELPI .1%; and Worker's Comp 3.7%.

$30,000 is request toward a portion of the salary of the **Executive Director**, who will provide oversight of the eCommerce food distribution program and work with staff to expand partnerships ($10,000/mo x 12 x .25 FTE). An additional **$5,205** is requested for **Fringe** ($30,000 x 17.35%). The Fringe rate includes FICA/Medicare 7.65%; SUTA 5.4%; TDI .5%; ELPI .1%; and Worker's Comp 3.7%.

$20,000 is requested toward a portion of the cost of **Accounting Services** through Poukihi.

$915 is requested toward a portion of **Program Activities Supplies**, including such items as PPE, Bags, Vehicle Maintenance/Registration.

Pending Funding
$314,016 is to be requested in 2025 to support the following balance of funds not supported through City GIA FY2026:

$197,000 toward salaries/wages and benefits of Direct Service to Client Positions.
$5,131 in Professional and Contractual Fees to support accounting services through Poukihi.
$23,885 in additional Program Activities Supplies.
$88,000 in Other Costs to support App Hosting ($48,000); App Improvement ($30,000); and Volunteer & Program Communications ($10,000).

5. Provide a timeline that is complete, realistic and appropriate to achieve the desired outcomes. This timeline should also be reflected in Section IV. *(3,000 character count limit)*

Over 12 months, The Pantry will enhance its bandwidth to distribute an estimated 1.3 million or more pounds of food to 80,000 duplicated food insecure keiki to kupuna on Oahu. Of the total amount of food distributed over 12 months, 30% or 390,000 lbs. of food will be healthier, more Indigenous food items, such as fresh produce, eggs, dairy and/or frozen proteins.

The **Timeline** for the Schedule of Deliverable Activities is as follows:

Oct – Dec 2024	Provide vulnerable food insecure children and adults with weekly access to food over 20 distribution days.
Jan – Mar 2025	Provide vulnerable food insecure children and adults with weekly access to food over 21 distribution days.
Apr – Jun 2025	Provide vulnerable food insecure children and adults with weekly access to food over 24 distribution days.
Jul – Sep 2025	Provide vulnerable food insecure children and adults with weekly access to food over 24 distribution days.

C. Provide evidence of the agency's ability to perform the proposed grant activity through past performance, current capacity and/or plan to acquire the capacity to perform.

1. Provide data that demonstrates proven success in offering the same, similar, or related activities to achieve the proposed outcomes. *(3,000 character count limit)*

For over 20 years, The Pantry's grocery-style shopping experience has served as a critical lifeline for food insecure children and adults, ensuring families in need are not forced to choose between food and other basic necessities to survive.

Since our humble beginnings in 2002, The Pantry has evolved into one of Hawaii's largest and most trusted food distribution organizations. Thanks to the leadership of The Pantry's working Board and a Community Development Block Grant, The Pantry operates from a debt-free, 13,000-sf-warehouse in the low income community of Kalihi that opened at the onset of COVID-19. From 2020 – 2022, The Pantry served nearly 400,000 duplicated children and adults, distributing 6.5 million pounds of food. In 2023 alone, The Pantry experienced a 147% increase in the volume of food distributed compared to 2022, serving 106,347 duplicated individuals and distributing over 2.2 million pounds of food. July 2024 saw record-breaking numbers, with nearly 5,000 unduplicated individuals served in just 30 days. These recent figures are mirrored only by those seen during the height of the pandemic, underscoring the essential role The Pantry plays in addressing food insecurity throughout the City and County of Honolulu.

Under the leadership of Executive Director Jennine Sullivan since 2020, The Pantry has thrived. Jennine's expertise and forward-thinking approach led to the development of our eCommerce model that provides a "grocery style" shopping experience, with free items available weekly on a custom-designed website. The Pantry App, which launched in June 2022, further expanded access by enabling clients to tailor food choices to their individual and cultural preferences. The Pantry remains the only weekly eCommerce free food distribution program in Hawaii, addressing systemic barriers that restrict equitable access to food and

other essentials. By eliminating the stigma often associated with receiving food assistance, The Pantry empowers its clients through choice, offering them the ability to select items that fit their unique health situations and cultural preferences.

Some of the most powerful qualitative evidence showcasing the success of our food distribution model comes from the stories of the clients we serve each week.

"T" is married and both she and her husband work. They have 5 boys ranging from 5 years old to 13 years old. Unfortunately, their SNAP benefits have been drastically reduced, which means less food stamps to feed 7 people. With the price of a gallon of milk currently between $9 - $11 at most stores on Oahu, they especially love the dairy products they are able to receive for their 5 growing boys.

Although "B" and her husband work full time and do not qualify for government assistance, their wages are insufficient to cover the cost of food. Without weekly access to fresh, healthy food through The Pantry, "B" does not know how they would be able to feed their family, which includes two children and their dog.

2. Describe the applicant's capacity to successfully achieve the proposed outcomes.
OR
Provide a plan to acquire the capacity to successfully achieve the proposed outcomes (including how the applicant has acquired similar capacity in the past).

Responses should include organizational knowledge, staffing, fiscal resources, facilities and other resources, stakeholders and relationships, and other relevant resources. *(3,000 character count limit)*

Leveraging extensive experience and an innovative food delivery model, supported by robust partnerships, volunteers and a dedicated staff, The Pantry will successfully achieve proposed outcomes, ensuring year-round food access for Oahu's growing food-insecure populations.

Under direction of **Executive Director Jennine Sullivan**, The Pantry became Hawaii's only eCommerce free food distribution program. Jennine's leadership was instrumental during the pandemic, implementing an online grocery-style model that promotes client dignity. Named one of Pacific Business News' "Women Who Mean Business" in 2022, Jennine secured funding, doubled the Board size, and trained over 1,200 volunteers. She holds a BSBA from Babson College and has expertise in marketing, research, and finance.

With a lean staffing model, The Pantry maximizes resources while minimizing overhead. **Jennifer Roberts, Volunteer & Distribution Coordinator**, helps recruit The Pantry's corp of volunteers from businesses and community-based organizations, training and licensing volunteers for their food handling certification. Jennifer brings her expertise in organizing large-scale food distributions to The Pantry, drawing from her experience as a firefighter coordinating the Kau Kau Wagon's Thanksgiving meal service for the homeless.

Robin Sherley, Operations Coordinator, began as an intern and advanced due to her expertise in data analysis and nonprofit management. She holds a Bachelor's in Human Development and Family Studies and is pursuing a Master's in Public Health. Robin's work enhances operational efficiency and ensures service delivery is continually improved.

The Pantry operates from a debt-free, 13,000-square-foot warehouse in Kalihi, which has ample space to ensure efficient food storage and distribution. The Pantry's website and app provide clients with an easy-to-use platform to select food items that meet health

requirements and cultural preferences. The app also enables The Pantry to collect data on client preferences in real-time and capture self-reported data to improve service delivery.

Jennine's expertise in securing food vendor relationships and community partnerships has been essential to The Pantry's success, strengthening its collaborations with local businesses, nonprofits, and organizations to ensure a steady flow of volunteers and resources. For example, our partnership with University of Hawaii's College of Tropical Agriculture and Human Resources (CTAHR) enables The Pantry to plant, harvest and learn about indigenous crops through their Urban Garden Center. Thanks to CTAHR, The Pantry recently picked 125 pounds of fresh, organic and locally grown produce for our clients, including ulu, starfruit, bananas and more.

With strong leadership, a dedicated volunteer base, innovative technology, strategic partnerships and a debt-free facility, The Pantry is positioned to expand capacity to meet Oahu's growing demand for food assistance for years to come.

D. Describe the applicant's sustainability and/or additional long-term benefit to the community

1. Provide a plan for sustaining and / or expanding activities beyond the applicable grant period. *(2,000 character count limit)*

The Pantry has developed a strategic plan focused on sustaining and expanding its services well beyond the grant period by diversifying revenue streams, strengthening partnerships, and ensuring a steady flow of volunteers. These efforts are building long-term capacity, allowing The Pantry to withstand future economic downturns, supply chain disruptions, natural disasters, and health crises.

In 2024, The Pantry is partnering with a Fund Development Consultant to establish a plan to increase revenue through annual giving, targeted solicitations, and government funding. This plan is designed for long-term growth and is expected to yield significant results over the next 2-3 years. The plan includes cultivating new philanthropic partners through individual and group site visits, as well as exploring the possibility of implementing an annual fundraiser, which would eventually become a consistent source of unrestricted operational revenue.

Given rising food costs and the exhaustion of pandemic-related assistance, The Pantry will remain a reliable, year-round source of food for Oahu's food-insecure populations both now and in the long-term. Over the past 3 years, our primary focus has been on enhancing our eCommerce delivery model to meet the needs of families impacted by a prolonged pandemic. With Honolulu experiencing the nation's highest inflation rate as of May 2024 according to the U.S. Consumer Price Index, food insecurity on Oahu is not likely to subside. To further diversify funding, The Pantry will also focus efforts on building partnerships with philanthropic donors who provide multi-year and long-term funding.

City GIA will support The Pantry as we build capacity over 12-24 months to meet unprecedented demand, ensuring service delivery is not impacted as we explore the possibility of moving from 2 to 3 distribution days in the future.

2. Describe the applicant's capacity and resources to carry out the above plan (staffing, funding, etc.) beyond the grant period. *(2,000 character count limit)*

The Pantry's skilled workforce, debt-free warehouse, growing volunteer base, and expanding partnerships equip us to sustain and extend our impact on food insecurity well beyond the grant period.

Our custom-designed website and Pantry App enhance our operational capacity by providing real-time data on the clients we serve, including children, seniors, veterans, and ALICE households. The app, accessible on any smartphone or browser, allows us to streamline operations while ensuring clients can easily track order status, view pickup dates, and select items by category. In addition to improved logistics, the app captures valuable self-reported data, enabling The Pantry to offer holistic support such as assisting clients with SNAP or Med-QUEST registration.

Through partnerships with farmers, fisheries, ranchers and distributors, The Pantry is able to obtain fresh produce and food through donations or at reduced prices. By offsetting the cost of food, The Pantry will ensure a sustainable supply of locally sourced food for Oahu's food insecure children and adults, promoting healthier nutritional choices while building capacity for the City to respond to potential emergencies that threaten Hawaii's local food system.

Executive Director Jennine Sullivan, with a background in marketing research and finance, has led The Pantry's transformation into Hawaii's only eCommerce free food distribution program. Jennine's expertise is instrumental in developing a long-term strategic growth plan that prepares us for future challenges, ensuring that The Pantry will remain a reliable source of support for Oahu's food-insecure population beyond the grant period. Through strong leadership, technology, and community partnerships, The Pantry is poised to continue delivering innovative, dignified food distribution services well into the future.

E. No CITY funds or assistance. The highest consideration will be given to applicants that do not receive other funding or any form of assistance from the CITY. While applicants that receive other funding or assistance from the CITY may apply for Grants in Aid funding, the extent of funding or assistance already received in relation to services provided must be considered prior to awarding Grants in Aid funds. A percentage of the sub-total criteria points will be awarded to Grantees based on the criteria below and the information about past funding / assistance from the CITY that follows.	
The applicant has received no award from the CITY within the last 3 years.	**10%**
The applicant has received 1-2 awards from the CITY within the last 3 years.	**7%**
The applicant has received 3-5 awards from the CITY within the last 3 years.	**5%**
The applicant has received between 6-9 awards from the CITY within the last 3 years.	**3%**
The applicant has received 10 or more awards from the CITY within the last 3 years.	**0%**

GRANTEE RECEIPT OF CITY GRANTS

Identify all CITY grants received by Grantee (or Fiscal Sponsor) in the last three (3) years. Information will be verified by the CITY.

1. Grant Activity Name & Contract #: Rebuilding Resilience for Oahu's Food Insecure; CT-DCS-2400020
   Grant Period: 10/01/2023 – 09/30/2024 Grant Amount: $200,000
   Grant Purpose: To build capacity for food distribution following COVID
   Grant Activity Status: ☒ Underway ☐ Completed ☐ Canceled
   Administrating Division: Department of Community Services

2. Grant Activity Name & Contract #: A Food Security Safety Net During COVID and Beyond; CT-DCS-2300015
   Grant Period: 10/01/2022 – 09/30/2023 Grant Amount: $200,000
   Grant Purpose: To offer a food safety net during the pandemic
   Grant Activity Status: ☐ Underway ☒ Completed ☐ Canceled
   Administrating Division: Department of Community Services

3. Grant Activity Name & Contract #: _____
   Grant Period: _____ Grant Amount: _____
   Grant Purpose: _____
   Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
   Administrating Division: _____

4. Grant Activity Name & Contract #: _____
   Grant Period: _____ Grant Amount: _____

E. Age Friendly Honolulu (Complete only if applying for the bonus points)
Consideration is to be given to applicants that incorporate the vision and goals of the Age-Friendly Honolulu Program (as codified in ROH Chapter 2, Article 22), including but not limited to (1) enabling residents of all ages to actively participate in activities that keep them socially engaged, healthy, and active; and (2) removing barriers to inclusion for and providing support services to vulnerable residents and/or have physical limitations.

If awarded bonus points for being an Age-Friendly Honolulu project, the Grantee will be subject to additional reporting requirements, including but not limited to name, age, and physical location of seniors being served by the project.

To be eligible for the bonus points as an Age-Friendly Honolulu project an organization must demonstrate the proposal aligns with Age-Friendly Honolulu's priorities by completing the following TWO steps:

1) Go the following website https://www.hiphi.org/age-friendly-honolulu/ to access an Age-Friendly Honolulu training video. The video should be watched by at least one (1) person from the non-profit organization in a leadership position (Executive Director, Administrator, or equivalent). This video will define an "age-friendly city" and explain what types of projects align with the Age-Friendly Honolulu Vision.

2) Complete the section below by selecting which Age-Friendly Honolulu category best fits the activities of your organization and providing a brief description of how your proposal is an Age-Friendly Honolulu project.

☐ Enabling Residents of all ages to actively participate in activities that keep them socially engaged, healthy, and active, particularly at the oldest ages

☒ Providing Kupuna with meaningful roles in the community, including mentors, volunteers, or through intergenerational programming

☐ Removing barriers to support community inclusion and accessibility for persons of all abilities.

3) How is your proposal an Age-Friendly Honolulu Project and explain how your organization can meet the additional reporting requirements if awarded? *(2,000 character count limit)*

The Pantry is an age-friendly nonprofit that honors our kupuna, inviting seniors to volunteer and share their unique skills and talents in any capacity, whether on a daily, weekly or monthly basis. About 40% of our volunteers are kupuna, aged 62 and older, who help ensure local families have access to food. Whether unloading deliveries, stocking shelves, or preparing online orders, our kupuna serve as pillars of our operations. Volunteer opportunities for seniors foster intergenerational connections, where younger volunteers can learn from the wisdom and experience of our beloved kupuna. Volunteering at The Pantry gives seniors opportunities to remain engaged, connect to local communities and maintain a sense of purpose and fulfillment in their lives. The Pantry's senior volunteers play a key role in ensuring food-insecure populations in need throughout the City and County of Honolulu have consistent access to free food for their families.

Proposal 32

APPENDIX A: TIER II GRANT PROPOSAL (Grants $25,000 to $150,000)
SOLICITATION NO. RGP-DCS-GIA2026

Instructions: The proposal below must be completed in full. Responses must be provided in the fillable boxes provided. Where annotated, the fillable boxes have predetermined maximum limits on character counts. Letters, numbers, punctuation marks, and spaces are included in the character count limits.

SECTION I
SUMMARY

A. Grantee Legal Name:	Foundation for Animal Care and Education (FACE)
B. Is Grantee a Fiscal Sponsor?	☐ Yes ☒ No
C. Grant Activity Name:	FACE Hawaii

D. Briefly describe the Grantee's background, history (including year established), and mission. *(400 character count limit)*

FACE was established in 2006 to enhance and preserve the quality of life of companion animals by providing access to necessary medical care and education. With the vision of creating a world where no family pet dies due to economic hardship, FACE provides financial assistance to income constrained households so they can afford emergency or critical care for their beloved animals.

E. Briefly describe the Grant Activity and public need being filled. *(400 character count limit)*

The lack of access to affordable and emergency veterinary care causes significant hardship for low-income families, intensifying social injustice across Oahu's underserved communities. Over 12 months, FACE will protect the human-animal bond, ensuring that vulnerable families are not forced to make the heartbreaking choice to euthanize or surrender their beloved pets because of financial hardship.

F. Briefly summarize Grant Activity outcomes and measures of success, including number and description of those served. *(400 character count limit)*

FACE will serve a projected 40 low-income families (average 4 members per family) by providing access to life-saving veterinary care to prevent the unnecessary economic euthanasia or surrender of 40 beloved pets. FACE will also conduct a total of 46 outreaches, education and/or community events during the grant period, as well as strengthen partnerships with 42 Oahu-based veterinary hospitals.

G. Council District
Check all districts that will benefit from the Grant Activity. Provide the amount requested per district. Amounts must be in whole numbers only.

☒ District 1 $37,850	☒ District 2 $23,972	☒ District 3 $12,617
☐ District 4 $0	☐ District 5 $0	☒ District 6 $25,234
☒ District 7 $8,832	☒ District 8 $15,140	☒ District 9 $2,523

Total Amount Requested (must be $25,000 to $150,000)	$126,168

H. Type of Grant Activity (pick ONE category that best reflects the Grant Activity):		
1. Public Services: Projects in this category will support qualified public services and programs for the target populations deemed by the CITY to be most vulnerable.		
☐ A. Public Service – Seniors	☐ B. Public Service - Children	☐ C. Public Service - Disabilities
☐ D. Public Service – Homeless	☐ E. Public Service – Domestic Violence	☐ F. Public Service – Substance Abuse
☐ G. Public Service – Mental Health	☒ H. Public Service – Other (describe): Low-Income families and their beloved pets at risk of economic euthanasia and pet surrender	
2. Arts, Culture, Community/Economic Development, and the Environment: Projects in this category will support the sustainable improvement in the well-being and quality of life of local communities, especially low- to moderate income areas.		
☐ A. Arts	☐ B. Culture	☐ C. Community Development
☐ D. Economic Development	☐ E. Environment	

GRANTEE'S CERTIFICATION AND SIGNATURE

The undersigned, subject to personal liability and penalty under applicable law, certifies that he or she: (i) is authorized to sign this Grant Proposal; (ii) personally prepared or reviewed the matters found in this Grant Proposal (including any related documents/attachments); (iii) asserts all statements made in this Grant Proposal (including all attachments) are true, accurate and complete; (iv) has the requisite skills and knowledge to assert the foregoing certification; and (v) has complied and shall continue to comply with all applicable requirements of Chapter 6, Article 29 of the Revised Ordinances of Honolulu 2021, as amended (Link), regarding private organizations receiving grants of public funds from the City and County of Honolulu.

Urania Stash McCollough — 11/12/2024

Signature of Grantee (Fiscal Sponsor) Officer — Date

Printed Name and Title: Urania Stash McCollough, Executive Director

CERTIFICATE OF THE BOARD OF DIRECTORS NO OBLIGATIONS IN ARREARS

The undersigned of the Board ("Grantee") hereby certifies that the Grantee or any principal of the Grantee or sponsored organization (where the Grantee is a Fiscal Sponsor) is not in arrears on any financial or other obligation owed to the City & County of Honolulu, a municipal corporation of the State of Hawaii.

(Signature)

Kathleen T Robb
(Print name)

CERTIFICATE OF THE BOARD OF DIRECTORS AUTHORIZATION TO ASSIGN AUTHORITY

The undersigned of the Board ("Grantee") hereby certifies that Stacy McCollough (name), Executive Director (title), has been authorized by the Board of Directors to sign proposals, contracts, and related documents on behalf of the Grantee. Accordingly, I hereby assign the authority by the Board to execute proposals, contracts, and contract amendments on behalf of the Grantee, and further certify that the assigned is given the power and authority to do all things necessary to implement, maintain, amend, or renew such contracts, including but not limited to the delegation of signing authority to another employee of the Grantee.

(Signature)

Kathleen T Robb
(Print name)

STATE OF HAWAII)
CITY AND COUNTY OF HONOLULU)

On this _____ day of _____, 202__, before me appeared _____, personally known to me, who, being by me duly sworn, did say that he/she is the _____ of _____ and that the corporation has no corporate seal, and that said instrument was signed in behalf of said corporation by authority of its Board of Directors, and said _____ acknowledged said instrument to be the free act and deed of said corporation.

_____
Notary Public, State of Hawaii

My Commission expires:_____

Doc. Date:_____ # Pages _____
Name: _____ ____ Circuit
Doc. Description: _____
_____
_____
Signature Date
NOTARY CERTIFICATION

See Attached
Notary Acknowledgment
Certificate

CALIFORNIA ALL-PURPOSE ACKNOWLEDGEMENT

A Notary Public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

State of California
County of San Diego

On November 12, 2024, before me, Eric Li, Notary Public, personally appeared Kathlee, T. Robb

who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of State of California that the foregoing paragraph is true and correct.

ERIC LI
Commission No. 2477866
NOTARY PUBLIC - CALIFORNIA
SAN DIEGO COUNTY
Commission Expires December 29, 2027

WITNESS my hand and official seal.

SIGNATURE Eric Li

PLACE NOTARY SEAL ABOVE

Though the information below is not required by law, it may prove valuable to persons relying on the document and could prevent fraudulent removal and reattachment of this form to another document.

Description of attached document

Title or type of document: _____

_____

_____

Document Date: _____ Number of Pages: _____

Signer(s) Other than Named Above: _____

SECTION II
GRANT ACTIVITY INFORMATION

A. Describe how the community need, stated problem/issue, and target population are effectively validated. The description must include how the public services' target population is vulnerable or how the arts, culture, community/economic development, or environmental activities will especially support low- to moderate-income areas.

1. Provide substantive data and other qualifying information to demonstrate how the problem/issue impacts the target population and is a community priority that needs to be addressed. *(5,000 character count limit)*

Amidst post-pandemic recovery and intense economic pressures, Oahu's seniors and low-income families face heartbreaking decisions between funding life-saving treatments for their beloved pets or providing for their own essential needs, risking the loss of the cherished companions on whom they depend.

Imagine for a moment, the single mom working two jobs, forced to tell her children they must say goodbye to their cherished cat – a main source of stability and comfort – simply because life-saving surgery is beyond their financial reach. Or consider one of our kupuna, living alone on a fixed income, who faces the heartbreaking choice of forgoing essential medication to afford surgery for a loyal dog, her only constant companion. Sadly, many low-income families and seniors on Oahu face the prospect of "economic euthanasia," the devastating decision to put down a pet because the cost of life-saving treatment is unaffordable. While the options for prolonging and preserving the quality of life for pets has increased over the years, the costs associated with advanced procedures and treatment have risen dramatically (Regional Animal Protection Society, 2021).

More than 8 in 10 individuals living alone believe one of the greatest benefits of owning a dog or cat is the unconditional love they provide, with the majority feeling their animals make them feel loved, give them a sense of purpose and offer a companion to whom they can confide (Geber, 2020). Just as poverty and structural inequity create barriers to food, education, employment, and housing, many devoted pet owners face similar challenges in accessing or affording life-saving veterinary services. The human-animal bond transcends demographics. Everyone, regardless of socioeconomic status, deserves to experience the joy of pet companionship and should not be restricted by financial limitations when their pet becomes ill or requires life-saving treatment (The Humane Society of the United States, 2024).

Unfortunately, a household of four in Hawaii must earn $107,796 just to make ends meet, with the household survival budget at $44,136 for single adults aged 65 and older. According to Aloha United Way (2024), a little over 2 in 5 families with children in Hawaii earn wages below this threshold, with disparities in financial hardship widening for single head of households. Although social security mitigates poverty rates for seniors aged 65 and older, benefit increases have failed to bring financial stability to the fastest growing population in the state. As a result, nearly 1 in 3 seniors receive income below the household survival budget, struggling to keep up with the cost of food, rent, transportation and medical expenses, which have risen by 48% over the past 3 years (ALICE Update, 2024).

Studies show that pets are vital in the lives of low-income families and seniors, offering essential companionship, emotional support, and even physical health benefits, especially for those facing social isolation or limited mobility. The research is compelling, demonstrating the strength of the animal-human bond at enhancing mental health, particularly in alleviating depression, stress, anxiety and loneliness (Robinson & Segal, Feb 2024). For seniors,

treasured pets enhance quality of life, leading to better cognitive function, opportunities for socialization and less visits to the doctor (American Humane, 2024).

Equally noteworthy is the connection to physical health, as research indicates that pet ownership is associated with lower blood pressure and cholesterol levels, with one study finding that heart attack patients with pets had longer survival rates compared to those without (Robinson & Segal, Feb 2024). According to the American Heart Association, 31 relevant studies provide evidence that pet ownership, especially of dogs, may lower the risk of cardiovascular disease by improving hypertension, increasing physical activity, reducing obesity, and enhancing survival rates for individuals with cardiovascular conditions (Gee et al., 2017).

With Hawaii's cost of living 84% higher than the national average (PayScale.com), the need for FACE services has been steadily increasing over the past few years. The lack of access to affordable critical or emergency veterinary care services and treatment create heartache and hardships for low income and vulnerable senior pet owners, amplifying social injustice for underserved populations throughout Oahu (Arrington & Markarian, n.d.). Now more than ever, these vulnerable families and kupuna need the lifesaving work of FACE to protect the human-animal bond and ensure no family pet is euthanized or unnecessarily surrendered due to financial hardship. FACE will ensure no one on Oahu has to make the impossible choice between their financial survival and the life of their vulnerable pet.

B. Describe the proposed plan

1. Provide a description of the Grant Activity. This description will be used as the scope of services in the contract. Describe why you chose this Grant Activity and how it will effectively address the community's problem / need. *(3,000 character count limit)*

Over 12 months, the Foundation for Animal Care and Education (FACE) will build capacity to ensure families and seniors in crisis on Oahu are not forced to euthanize or surrender their beloved pets simply because they lack the resources to cover the cost of urgent and emergency veterinary medical care.

FACE plans to expand services throughout the City and County of Honolulu through the hiring of a Program Director for FACE Hawaii. The Hawaii Program Director will continue the incredible work established as part of a 5-year pilot program on Oahu, which will include developing robust partnerships with local veterinary clinics and hospitals who believe in our mission to save the lives of family pets facing economic euthanasia and unnecessary surrender. The Program Director will also be instrumental in strengthening FACE Hawaii's education and outreach to emphasize the human-animal bond through consumer education for pet owners and community events, connecting underserved pet owners with resources to veterinary care and pet supplies.

Every year, animals are brought to their veterinarian with life-threatening conditions that are treatable and could lead to many more years of joy and companionship with their cherished owners. Sadly, many owners are unable to afford the critical care their beloved pets need to survive, leaving them with only one choice – euthanasia. In 2019, Honolulu veterinarian Dr. Erika Sox recognized the growing need to provide support to low-income families and seniors on Oahu who were forced to make the heartbreaking choice to euthanize their furry companions. Rather than build a program from scratch, Dr. Sox reached out to FACE to establish a pilot program at her practice, Ethos Veterinary Emergency + Referral Center (VERC). In October 2023, FACE Hawaii was officially launched and today, encompasses partnerships with veterinary hospitals and numerous clinics throughout Oahu.

With Hawaii's cost of living and high inflation rate driving up the price of food, rent and other household essentials, a growing number of low-income families and seniors in crisis will need a helping hand to save their pets' lives. After 5 years of a successful pilot program, FACE Hawaii is well-positioned for a broader expansion to Oahu communities. With other veterinary clinics throughout the City and County of Honolulu beginning to partner with FACE Hawaii, we not only stand as a beacon of hope for animals in need, but for the vulnerable families and seniors on Oahu who will be spared the anguish of losing their best friend.

FACE Hawaii estimates 1 in 4 pets would be able to remain with their owners if they could only get financial assistance with medical bills. For anyone who has ever experienced the comfort and companionship that a pet can provide, FACE Hawaii will ensure that these cherished animals have the opportunity to live, sparing Oahu's most vulnerable owners from the unnecessary pain of losing a beloved family member.

2. Provide measurable outcomes, describe how outcomes are aligned with the purposes and priorities of the Grants in Aid Fund, and describe how outcomes directly benefit the target population. *(3,000 character count limit)*

Public Services should begin with a statement of the number of individuals that the Grant Activity will directly benefit during the Grant Term.

Arts, Culture, Community/Economic Development or Environment should begin with a statement as to how the Grant Activity supports the sustainable improvement in the well-being and quality of life of local communities, especially low to moderate income areas.

Over 12 months, FACE Hawaii will serve a projected 40 low-income families in crisis (average of four members per family) by enabling access to life-saving veterinary medical care, ensuring an estimated 40 beloved pets on Oahu can continue offering unconditional love and companionship to their families.

Directly Benefitting the Target Population

FACE Hawaii will provide transformative financial assistance to directly benefit cherished pets and their owners, including low-income families from underserved geographic areas throughout Oahu, as well as seniors, veterans, military families, individuals in housing crisis, single parent households, students, the unemployed and hard-working individuals and households living paycheck to paycheck yet struggling to make ends meet. On average, more than half of the individuals and families served by FACE Hawaii have household incomes at or below the federal poverty level. 100% of the individuals in our target population love their pets and would be devastated to lose a family member due to a lack of financial resources. While FACE aims to assist approximately 40 families during the grant period, the impact extends further as we anticipate an average of 4 members per family, often serving multigenerational households to help preserve beloved companions across generations.

Aligned with priorities of the City Grant-in-Aid Program, FACE alleviates the heartbreaking decision of Oahu's most vulnerable families by preventing unnecessary economic euthanasia and pet surrender. FACE requires every pet saved to be spayed or neutered during the lifesaving treatment, reducing costs to the City by lowering shelter intake, decreasing public health risks and minimizing the need for animal control and shelter resources.

Measurable Outcomes Over 12 Months

1. FACE Hawaii will provide financial resources to an estimated 40 low-income families, with an average of 4 members per household, who lack the funds to provide urgent and emergency veterinary medical care to save the lives of their beloved furry companions.

2. In partnership with veterinary hospitals and clinics throughout the City and County of Honolulu, FACE Hawaii will save the lives of a projected 40 animals from the fate of economic euthanasia or pet surrender.

3. Provide an action plan to achieve the stated measurable outcomes. If the Grant Activity involves a partnership, provide a description of each partner's role. Must include measurable milestones, specific events, or other performance measures appropriate to achieving the outcomes. *(3,000 character count limit)*

Over 12 months, FACE will build capacity for expanding services throughout the City and County of Honolulu through the hiring of a Hawaii Program Director, who will be responsible for strengthening programs, enhancing outreach and expanding partnerships to veterinary clinics and hospitals.

Action Plan

1) Recruit qualified candidates to serve as the Hawaii Program Director upon receiving the Notice to Proceed, conduct interviews and select the best fit to drive the organization's mission and oversee operations on Oahu.
2) Conduct outreach to veterinary hospitals and clinics throughout the region, including both current partnerships and new practices, ensuring that FACE Hawaii can reach people and pets in communities on Oahu.
3) Low-income individuals and families must receive confirmation from a veterinarian that treatment would result in a good prognosis for their pet, as well as provide results of other applications for financial assistance through Care Credit and Scratch Pay (if accepted by the hospital).
4) Trained and compassionate staff will review and respond to each request for assistance as expeditiously as possible, even for cases that apply for support after hours. Application instructions are available on the FACE website, in both English and Spanish.
5) FACE's team of doctors will provide feedback on medical conditions, carefully examining recommended treatment, the estimated cost and the pet's condition, diagnosis and prognosis for applications.
6) FACE Hawaii staff will track detailed information about each case on Oahu, including annual household income, population demographics (e.g. senior citizens, military families, individuals with disabilities), pet condition, pet type and breed, how the pet was acquired and the age of the pet. These metrics will enable FACE Hawaii to better evaluate the success of our programs and more effectively target populations most at-risk.
7) Veterinary partners will complete an annual survey to help FACE Hawaii improve programming and better serve Oahu communities.

Measurable Milestones over 12 months

1) Solidify signed employment contract with new Hawaii Program Director.
2) Strengthen and develop partnerships with 42 Oahu-based veterinary hospitals. Partners will generally discount fees by at least 25%, enabling FACE Hawaii to

expand services to reach more low-income individuals and families on Oahu.
3) Conduct 46 outreach, education and/or community events on Oahu.
4) Analyze demographics on individuals and pets served throughout Oahu to address gaps in services for underrepresented populations and communities on Oahu.
5) Meet with staff to discuss results to veterinary partner surveys to address barriers and improve service delivery.

4. Provide a budget narrative that explains how the budget in Section III will achieve the desired outcomes. (*3,000 character count limit)*

FACE requests a total of **$126,168** from City GIA FY2026, which will support the following:

$95,000 toward the salary of a (1 FTE) **Hawaii Program Director**, who will be responsible for the Oahu-based program, including outreach to veterinary partners, as well as education and community events to reach a greater number of low-income families and underserved populations in crisis.

$16,768 is allocated toward **Fringe**, which includes FICA/Medicare (7.65%) and Other (10%) – ($95,000 @ 17.65%). An additional **$14,400** is budgeted toward the cost of H**ealthcare**, estimated at $1,200/mo x 12 mo.

In addition, **a $100,000 commitment** from the San Diego branch of FACE will cover a portion of veterinary services for critically ill pets of low-income individuals and families on Oahu.

5. Provide a timeline that is complete, realistic and appropriate to achieve the desired outcomes. This timeline should also be reflected in Section IV. *(3,000 character count limit)*

Oct 2025
Job requirements posted for Hawaii Program Director.

Nov 2025
Hawaii Program Director hired from among qualified candidates.

Oct – Dec 2025
Conduct 10 outreach, education and/or community events.

Jan – Mar 2026
Conduct 12 outreach, education and/or community events.

Apr – Jun 2026
Conduct 12 outreach, education and/or community events.

Jul – Sep 2026
Conduct 12 outreach, education and/or community events.

Sep 2026
Strengthen partnerships with 42 veterinary hospitals by the end of 12 months.

C. Provide evidence of the agency's ability to perform the proposed grant activity through past performance, current capacity and/or plan to acquire the capacity to perform.

1. Provide data that demonstrates proven success in offering the same, similar, or related activities to achieve the proposed outcomes. *(3,000 character count limit)*

In the midst of economic uncertainty, FACE has over 17 years of expertise and dedication in ensuring low-income and vulnerable populations are not forced to euthanize or surrender their beloved companions due to unforeseen veterinary expenses.

FACE has been helping pets and their humans in San Diego for more than 17 years, and now its lifesaving programs are available to low-income and vulnerable pet families on Oahu. To date, FACE has worked with 200 veterinary hospitals throughout the San Diego region, assisting the families of more than 4,349 sick and injured pets who were at risk of being relinquished to shelters and/or euthanized because their owners were unable to afford critical medical care.

After a successful 5-year pilot program on Oahu, FACE Hawaii is recruiting new partners throughout the City and County of Honolulu, which includes intensive training for veterinary staff so they can assist clients with the application process. Since launching the program on Oahu, FACE Hawaii has supported the families of over 120 pets in danger of economic euthanasia with the assistance of more than $522,000 in donated veterinary care and subsidies for lifesaving treatment.

The greatest testament to the proven success of FACE is in the countless heartwarming stories of animals reunited with their families, tails wagging and purrs rumbling. We are including a few to demonstrate our ability to achieve the proposed outcomes of FACE Hawaii.

Maisy is the center of her owners' world. They can't imagine life without her sweet, gentle nature as she curls up for cuddles, chases her ball, and eagerly devours her treats. Unfortunately, her owners suddenly experienced overwhelming financial burden when they were involved in a car accident after relocating to Hawaii to be near family. Their situation became dire when Maisy, their beloved Aussiedoodle was diagnosed with bladder stones and needed urgent, unaffordable surgery. Fortunately, FACE Hawaii and a partnering veterinarian hospital enabled her owners to pay for Maisy's treatment. Today, the owners are reunited with their precious Aussiedoodle, as happy and healthy as ever.

Marie works part-time as an elementary school teacher, struggling to make ends meet. When her beloved kitten named Ele Ele went missing for a day, Marie was worried. Ele Ele was once a sickly stray who battled an upper respiratory infection, but thanks to the devoted care of his owner, overcame his illness and won everyone's affection with his loving personality. Although the 11-month-old kitten eventually returned home, he was limping and was diagnosed as suffering from a dislocated hip. Without FACE Hawaii, Marie would have had no option but to say goodbye to Ele Ele. Instead, he received the emergency care he needed and continues to bring joy to his owner.

2. Describe the applicant's capacity to successfully achieve the proposed outcomes.
OR
Provide a plan to acquire the capacity to successfully achieve the proposed outcomes (including how the applicant has acquired similar capacity in the past).

Responses should include organizational knowledge, staffing, fiscal resources, facilities and other resources, stakeholders and relationships, and other relevant resources. *(3,000 character count limit)*

Since our founding in 2006, FACE has built extensive partnerships with veterinary hospitals throughout San Diego and Oahu, leveraging our expertise to create a world where no family pet dies due to financial hardship.

Over 17 years ago, a group of board-certified veterinarians and concerned community members witnessed pets with treatable medical conditions lose their lives due to their owner's financial hardship. FACE was born out of a profound commitment to prevent the unnecessary euthanasia or surrender of family pets due to financial barriers to life-saving emergency care. For nearly two decades, FACE has not only saved the lives of precious animal companions, we have lifted the spirits of vulnerable families with nowhere else to turn. FACE has been in the business of giving lonely kupuna and financially struggling families the comfort of knowing their faithful friends will be by their side as they age in place or wrestle to make ends meet. FACE Hawaii will be modeled after FACE in San Diego, which has a proven record of accomplishment of success, including continued growth in the number of vulnerable families served and pets saved year over year.

In 2019, Dr. Erica Sox launched a pilot program at her practice, VERC, to save cherished pets in need of critical or emergency care throughout the City and County of Honolulu. Since launching 5 years ago, 50% of Hawaii veterinary hospitals and clinics currently work with FACE Hawaii to provide discounted services. From 2020 -2024, FACE Hawaii saved the lives of over 120 pets, ensuring that their owners, already struggling from the strain of limited resources, did not have to make the heart-wrenching decision to euthanize their beloved companions.

A dedicated animal welfare advocate with deep connections to both San Diego and Hawaii, FACE Executive Director Stash McCollough is leading the expansion of life-saving work to Hawaii. Stash is a seasoned executive with 20 years of experience in leading values-based business operations. An MBA graduate of San Diego State University's Fowler School of Business, Stash spent 10 years living and working in Hawaii where she earned a BA from Hawaii Pacific University. Our dedicated staff, as well as an advisory committee comprised of veterinarians and dedicated animal welfare advocates, will provide guidance and strategic insight to strengthen our mission and impact as we expand services to Oahu.

FACE maintains a diversified funding portfolio, drawing support from individual donors, corporate partnerships, grants and fundraising events, ensuring financial stability and resilience to achieve proposed outcomes. Many veterinary hospitals also provide a generous 25% discount for medical services. With extensive organizational expertise, a skilled team, strong fiscal resources and established partnerships, FACE is fully prepared to successfully expand life-saving services to Oahu.

D. Describe the applicant's sustainability and/or additional long-term benefit to the community

1. Provide a plan for sustaining and / or expanding activities beyond the applicable grant period. *(2,000 character count limit)*

Through the hiring of a Hawaii Program Director, FACE Hawaii will build capacity to expand and sustain life saving services to beloved companions and their owners both now and beyond the grant period.

FACE's diversified funding streams will enable the organization to deliver on its mission while expanding services to meet the needs of low-income individuals and families throughout Oahu. FACE's financial model includes a variety of funding sources, including contributions from a loyal base of individual donors and 100% participation from the Board, as well as through targeted campaigns and special case appeals. FACE also relies on generous grants from Foundations, Family Trusts and Donor Advised Funds, in addition to revenues from annual fundraising events (annual Bags & Baubles and Dog-Friendly Golf Tournament) and

sales from the “Wag ‘N Purr Shop,” an online boutique that sells donated designer handbags and accessories.

FACE’s veterinary partners provide discounts for medical services, with the average hospital discount at 25%. When possible, pet families contribute to the cost of their pet’s care, with FACE paying the partner veterinary hospital the balance of the cost for emergency or critical care. Many of the people who receive help for their pets later become longtime FACE donors so they can help other families in need. Veterinary hospital partners also support operations by participating in the “In-Memory Program” by donating $20 to FACE when a pet is euthanized.

By diversifying revenue streams, FACE enhances financial stability, ultimately increasing capacity to expand life-saving services to hurting pet owners in financial crisis on Oahu. A $126,168 grant from City GIA will enable FACE Hawaii to enhance its bandwidth to grow its number of veterinary partners to help ensure owners are not forced to make the agonizing choice between financial survival and the life of their beloved pet.

2. Describe the applicant’s capacity and resources to carry out the above plan (staffing, funding, etc.) beyond the grant period. *(2,000 character count limit)*

FACE’s organizational structure, staffing and operational resilience will enable us to expand our reach to Oahu beyond the grant period.

FACE recognizes the ongoing challenges faced by both animals and their human companions, particularly in light of Oahu’s challenging economy. To maximize the impact of our services, FACE has worked at strengthening community partnerships and fostering collaborations with veterinary professionals throughout the City and County of Honolulu since launching FACE Hawaii in 2019. Our key team members, advisory committee and dedicated volunteers include experienced animal care specialists, grant professionals and outreach coordinators, ensuring continuity in project implementation and enabling FACE to scale services based on community demand. This well-rounded team structure will support the ongoing provision of critical and emergency care services for beloved pets and their owners long after the grant period ends.

Diversified funding streams are integral to FACE’s sustainability model, drawing support from individual donors, corporate sponsors, grants and annual fundraising events. By leveraging a diverse funding base, we will minimize financial risk and ensure continuous program support beyond grant funding. Partnerships with local veterinary clinics and animal hospitals will play a crucial role in offsetting costs, as many veterinarians offer discounted services to prevent economic euthanasia. These collaborations will not only reduce expenses for the families we serve, but also strengthen our impact on Oahu by enhancing the accessibility of affordable veterinary care for beloved pets in need. FACE’s comprehensive staffing, funding, and community partnerships position us to maintain and expand our services effectively beyond the life of the grant funding.

E. No CITY funds or assistance.
The highest consideration will be given to applicants that do not receive other funding or any form of assistance from the CITY. While applicants that receive other funding or assistance from the CITY may apply for Grants in Aid funding, the extent of funding or assistance already received in relation to services provided must be considered prior to awarding Grants in Aid funds.

A percentage of the sub-total criteria points will be awarded to Grantees based on the criteria below and the information about past funding / assistance from the CITY that follows.

The applicant has received no award from the CITY within the last 3 years.	**10%**
The applicant has received 1-2 awards from the CITY within the last 3 years.	**7%**
The applicant has received 3-5 awards from the CITY within the last 3 years.	**5%**
The applicant has received between 6-9 awards from the CITY within the last 3 years.	**3%**
The applicant has received 10 or more awards from the CITY within the last 3 years.	**0%**

GRANTEE RECEIPT OF CITY GRANTS

Identify all CITY grants received by Grantee (or Fiscal Sponsor) in the last three (3) years. Information will be verified by the CITY.

1. Grant Activity Name & Contract #: _____
   Grant Period: _____ Grant Amount: _____
   Grant Purpose: _____
   Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
   Administrating Division: _____

2. Grant Activity Name & Contract #: _____
   Grant Period: _____ Grant Amount: _____
   Grant Purpose: _____
   Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
   Administrating Division: _____

3. Grant Activity Name & Contract #: _____
   Grant Period: _____ Grant Amount: _____
   Grant Purpose: _____
   Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
   Administrating Division: _____

4. Grant Activity Name & Contract #: _____
   Grant Period: _____ Grant Amount: _____
   Grant Purpose: _____
   Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled

E. Age Friendly Honolulu (Complete only if applying for the bonus points)
Consideration is to be given to applicants that incorporate the vision and goals of the Age-Friendly Honolulu Program (as codified in ROH Chapter 2, Article 22), including but not limited to (1) enabling residents of all ages to actively participate in activities that keep them socially engaged, healthy, and active; and (2) removing barriers to inclusion for and providing support services to vulnerable residents and/or have physical limitations.

If awarded bonus points for being an Age-Friendly Honolulu project, the Grantee will be subject to additional reporting requirements, including but not limited to name, age, and physical location of seniors being served by the project.

To be eligible for the bonus points as an Age-Friendly Honolulu project an organization must demonstrate the proposal aligns with Age-Friendly Honolulu's priorities by completing the following TWO steps:

1) Go the following website https://www.hiphi.org/age-friendly-honolulu/ to access an Age-Friendly Honolulu training video. The video should be watched by at least one (1) person from the non-profit organization in a leadership position (Executive Director, Administrator, or equivalent). This video will define an "age-friendly city" and explain what types of projects align with the Age-Friendly Honolulu Vision.

2) Complete the section below by selecting which Age-Friendly Honolulu category best fits the activities of your organization and providing a brief description of how your proposal is an Age-Friendly Honolulu project.

☐ Enabling Residents of all ages to actively participate in activities that keep them socially engaged, healthy, and active, particularly at the oldest ages

☐ Providing Kupuna with meaningful roles in the community, including mentors, volunteers, or through intergenerational programming

☐ Removing barriers to support community inclusion and accessibility for persons of all abilities.

3) How is your proposal an Age-Friendly Honolulu Project and explain how your organization can meet the additional reporting requirements if awarded? *(2,000 character count limit)*
N/A

Proposal 33

APPENDIX A: TIER II GRANT PROPOSAL (Grants $25,000 to $150,000)
SOLICITATION NO. RGP-DCS-GIA2026

Instructions: The proposal below must be completed in full. Responses must be provided in the fillable boxes provided. Where annotated, the fillable boxes have predetermined maximum limits on character counts. Letters, numbers, punctuation marks, and spaces are included in the character count limits.

SECTION I
SUMMARY

A. Grantee Legal Name:	Friends for Sunset Memorial Cemetery Nonprofit 501c3
B. Is Grantee a Fiscal Sponsor?	☒ Yes No
C. Grant Activity Name:	Friends for Sunset Memorial Cemetery Nonprofit 501c3

D. Briefly describe the Grantee's background, history (including year established), and mission. *(400 character count limit)*

Background: We are Friends for Sunset Memorial Cemetery Nonprofit 501c3 Organization based in Pearl City, Hawaii, a truly newly established community organization comprised of volunteer community leaders and those who have their loved ones buried or interned at the Cemetery. We were established on May 18, 2022. We are serving thousands of family members who live throughout the Hawaiian Islands and some of those families in the mainland USA. History: The Governor signed ACT 193 giving limited ownership of the cemetery to our nonprofit. The cemetery has been neglected for over a decade ever since the owner passed away and the cemetery being abandoned to the State of Hawaii. The main office was burned to the ground by trespassers and squatters destroying all the family plot records for the cemetery. The cemetery deteriorated as an unsafe and unsightly cemetery. Volunteers used their own personal funds to groom the cemetery. In all those past years, homeless squatters and transients destroyed crypts, removed remains of family members, removed precious metals of bodies and headstones, removed brass and copper urns out of crypts and used headstones for flooring in a homeless encampment. Many families are unable to locate their buried family members because of missing headstones and identification plates. The previous management of the cemetery buried other people in family crypts that is a serious problem to resolve not having any historical records of burials. Mission: To develop a creative, innovative and resourceful strategic plan to coordinate the rebuilding, repair and maintenance of the cemetery.

E. Briefly describe the Grant Activity and public need being filled. *(400 character count limit)*

We have received previous small amount of grants from various developers and companies to improve security and safety for cemetery to mitigate squatters and vandals pillaging the cemetery. We are employing those funding grants to put a new face on the cemetery with new wrought aluminum black fencing with gates. We are constructing a new irrigation system to install new plants, palm trees and improved greenery. We are also adding video security and motion detectors in the cemetery. These cameras will be installed at the road entrances of the cemetery. This improved roadway and parking aprons will be a safe place for families to drive and park their vehicles. The Hawaiian Memorial will be special for the families. This grant would satisfy a great need for hundreds of our Hawaii families who have their loved at the cemetery.

F. Briefly summarize Grant Activity outcomes and measures of success, including number and description of those served. *(400 character count limit)*

We expect with the new improvement of the cemetery roadway, aprons for parking and a Hawaiian Memorial built on one of the aprons will enhance the beauty of the cemetery to include plants, Manila Palm trees planted along the road. The irrigation system will be installed on each side of the roadway to supply year-round water to the plants and to the Hawaiian Memorial waterfall or fountain. We know this initiative will be much appreciated by the families of the cemetery and improving physical safety on the property. All districts, whose families have their loved ones buried at the cemetery will benefit from this GIS grant.

G. Council District **Check all districts that will benefit from the Grant Activity. Provide the amount requested per district. Amounts must be in whole numbers only.**		
☒ District 1 $13,800	☒ District 2 $13,800	☒ District 3 $13,800
☒ District 4 $13,800	☒ District 5 $13,800	☒ District 6 $13,800
☒ District 7 $13,800	☒ District 8 $14,600	☒ District 9 $13,800
Total Amount Requested (must be $25,000 to $150,000)	$125,000	

H. Type of Grant Activity (pick ONE category that best reflects the Grant Activity):		
1. Public Services: Projects in this category will support qualified public services and programs for the target populations deemed by the CITY to be most vulnerable.		
☐ A. Public Service – Seniors	☐ B. Public Service - Children	☐ C. Public Service - Disabilities
☐ D. Public Service – Homeless	☐ E. Public Service – Domestic Violence	☐ F. Public Service – Substance Abuse
☐ G. Public Service – Mental Health	☒ H. Public Service – Other (describe): Recovery of Abandoned Cemetery and Beautification	
2. Arts, Culture, Community/Economic Development, and the Environment: Projects in this category will support the sustainable improvement in the well-being and quality of life of local communities, especially low- to moderate income areas.		
☐ A. Arts	☐ B. Culture	☐ C. Community Development
☐ D. Economic Development	☐ E. Environment	

CERTIFICATE OF THE BOARD OF DIRECTORS NO OBLIGATIONS IN ARREARS

The undersigned of the Board ("Grantee") hereby certifies that the Grantee or any principal of the Grantee or sponsored organization (where the Grantee is a Fiscal Sponsor) is not in arrears on any financial or other obligation owed to the City & County of Honolulu, a municipal corporation of the State of Hawaii.

Maureen C. Andrade
(Signature)
Maureen C. Andrade, Secretary

(Print name)

CERTIFICATE OF THE BOARD OF DIRECTORS AUTHORIZATION TO ASSIGN AUTHORITY

The undersigned of the Board ("Grantee") hereby certifies that **Larry S Veray, President,** has been authorized by the Board of Directors to sign proposals, contracts, and related documents on behalf of the Grantee. Accordingly, I hereby assign the authority by the Board to execute proposals, contracts, and contract amendments on behalf of the Grantee, and further certify that the assigned is given the power and authority to do all things necessary to implement, maintain, amend, or renew such contracts, including but not limited to the delegation of signing authority to another employee of the Grantee.

Maureen C Andrade
(Signature)

Maureen C. Andrade Secretary
(Print name)

STATE OF HAWAII)
CITY AND COUNTY OF HONOLULU)

On this 11th day of December, 2024, before me appeared **Maureen C. Andrade,** personally known to me, who, being by me duly sworn, did say that ~~he~~/she is the **Board Member** of **Friends for Sunset Memorial Cemetery** and that the corporation has no corporate seal, and that said instrument was signed in behalf of said corporation by authority of its Board of Directors, and said board member acknowledged said instrument to be the free act and deed of said corporation.

CASSANDRA K. TAMPON NOTARY 21-47 PUBLIC STATE OF HAWAII

Notary Public, State of Hawaii

My Commission expires: 4/25/2025

Doc. Date: 12/11/2024 # Pages 27
Name: Cassandra K. Tampon 1st Circuit
Doc. Description: Tier II Grant proposal

Signature 12/11/2024 Date
NOTARY CERTIFICATION

CASSANDRA K. TAMPON NOTARY 21-47 PUBLIC STATE OF HAWAII

Doc. Date 07 # Pages
Notary Name: Cassandra K Tampon 1st Circuit
Doc. Description:

Notary Signature Date
NOTARY CERTIFICATION

FISCAL SPONSOR

The Fiscal Sponsor is a nonprofit organization that assumes legal, financial and programmatic responsibility for the activities of groups or individuals engaged in work that furthers the fiscal sponsor's mission and their own respective purposes. The Fiscal Sponsor is called the Grantee in this Grant Proposal. The CITY's legal relationship is with the Grantee, and the CITY will disburse Grant funds to the Grantee. The Sponsored Organization is the organization under this Grant Proposal that the Grantee (Fiscal Sponsor) chooses to support to implement the Grant Activity.

Accordingly, if the Grantee is a Fiscal Sponsor, the following should be completed by both the Grantee (Fiscal Sponsor) and the Sponsored Organization. By initialing and signing below, the Grantee (Fiscal Sponsor) and the Sponsored Organization indicate they have reviewed and come to an agreement regarding each of the following items:

Grantee/Fiscal Sponsor Initials	Sponsored Organization Initials	Agreed upon items
LSV	MCA	Response herein to Section III Question 1
LSV	MCA	Response herein to Section III Question 2
LSV	MCA	Response herein to Section III Question 3
LSV	MCA	Response herein to Section III Question 4
LSV	MCA	Response herein to Section III Question 5
LSV	MCA	Response herein to Section III Question 6
LSV	MCA	Grant Activity: Budget/Funding (Section III)
LSV	MCA	Grant Activity Preliminary Schedule of Activities (Section IV)

In addition to the foregoing, the Fiscal Sponsor and the Sponsored Organization each hold the CITY harmless and will defend and indemnify the CITY and its officers, employees, and agents, individually and in their official capacities, from all claims of liability for damages arising directly or indirectly from each entering into a Fiscal Sponsorship Agreement with the other.

The undersigned also attach hereto required documents regarding Fiscal Sponsorship, as detailed in Section VI.

Signature of Grantee Officer — December 11, 2024 (Date)
Printed Name and Title: Larry S Veray, President

Signature of Sponsored Organization Officer — December 11, 2024 (Date)
Printed Name and Title: Maureen C. Andrade, Secretary

SECTION II
GRANT ACTIVITY INFORMATION

A. Describe how the community need, stated problem/issue, and target population are effectively validated. The description must include how the public services' target population is vulnerable or how the arts, culture, community/economic development, or environmental activities will especially support low- to moderate-income areas.

1. Provide substantive data and other qualifying information to demonstrate how the problem/issue impacts the target population and is a community priority that needs to be addressed. *(5,000 character count limit)*

Currently the road that splits the cemetery from 3rd to 4th street is in very bad condition with pot holes, uneven road and poses a safety risk for the elderly and disabled, stepping out of their vehicles and walking across the road in the cemetery. Hundreds of family member visit the cemetery weekly. These family members represent the many cultures in Hawaii.

B. Describe the proposed plan

1. Provide a description of the Grant Activity. This description will be used as the scope of services in the contract. Describe why you chose this Grant Activity and how it will effectively address the community's problem / need. *(3,000 character count limit)*

This is our first grant request with the city to request funding to repair and resurface a very poor condition roadway through the cemetery. Families have requested our nonprofit to construct a Hawaiian Memorial in honor of all the Hawaiians buried on the cemetery grounds, interned in crypts and mausoleums. We are seeking this city grant for a large amount of funds that are required to repair and resurface the roadway with asphalt. A minimum of $120,000 is required to repair and resurface this roadway. $5,000 will be used to purchase or contract for build of the Hawaiian Memorial. These two initiatives are linked together because the Memorial will be built on the apron of the roadway. Receipt of this grant will resolve our roadway safety issues for our elderly and disabled persons visiting the cemetery. Building the Hawaiian Memorial will be greatly appreciated by the public, especially the Hawaiian families and Church Groups.

2. Provide measurable outcomes, describe how outcomes are aligned with the purposes and priorities of the Grants in Aid Fund, and describe how outcomes directly benefit the target population. *(3,000 character count limit)*

Public Services should begin with a statement of the number of individuals that the Grant Activity will directly benefit during the Grant Term.

Arts, Culture, Community/Economic Development or Environment should begin with a statement as to how the Grant Activity supports the sustainable improvement in the well-being and quality of life of local communities, especially low to moderate income areas.

We believe at a minimum with over 6,000 grave sites on the cemetery, we have over 3,000 visitors a year as families come to visit their loved ones. We have very large Pacific Islanders and Micronesia families. The planned Hawaiian Memorial will serve many families. We also have planned at a later date to build an adjacent Veterans Memorial with a potential funding from the Veterans Administration. It will be built on the apron of the roadway.

3. Provide an action plan to achieve the stated measurable outcomes. If the Grant Activity involves a partnership, provide a description of each partner's role. Must include measurable milestones, specific events, or other performance measures appropriate to achieving the outcomes. *(3,000 character count limit)*

Pending approval of this city grant, when funds are received, we will initiate the roadway and Hawaiian memorial projects up for bid with local contractors. Once the contractor has been selected, the contractor will repair all the potholes, widen the roadway to include aprons and then resurface the road for about 150 yards.

4. Provide a budget narrative that explains how the budget in Section III will achieve the desired outcomes. *(3,000 character count limit)*
We currently have not funding allocated for repair and repaving the road as well as building a Hawaiian Memorial.

5. Provide a timeline that is complete, realistic and appropriate to achieve the desired outcomes. This timeline should also be reflected in Section IV. *(3,000 character count limit)*
Once funding is received, we will seek negotiating a contract with local vendor to repair and repave the roadway. It will take approximately 6 months depending on obtaining a city permit. The Hawaiian Memorial will be built once we select the right sculptured fountains and pieces for the memorial to be placed on the apron of the roadway.

C. Provide evidence of the agency's ability to perform the proposed grant activity through past performance, current capacity and/or plan to acquire the capacity to perform.

1. Provide data that demonstrates proven success in offering the same, similar, or related activities to achieve the proposed outcomes. *(3,000 character count limit)*

Upon receipt of city grant of requested $125,000, $120,000 will be dedicated in paying for repair and resurface of the road to include parking aprons on each side of the road. A portion of the apron will be used for support a Hawaiian and Veterans Memorials. $5,000 of the grant will be dedicated to contracting a Hawaiian Memorial to be built either with a waterfall or fountain; that will be determined when we select the right vender that can produce the memorial.

2. Describe the applicant's capacity to successfully achieve the proposed outcomes.
OR
Provide a plan to acquire the capacity to successfully achieve the proposed outcomes (including how the applicant has acquired similar capacity in the past).

Responses should include organizational knowledge, staffing, fiscal resources, facilities and other resources, stakeholders and relationships, and other relevant resources. *(3,000 character count limit)*
The roadway for the cemetery has not been repaired in over 20 years. Once the roadway is resurfaced, it will enhance the appearance of the cemetery. Greenery of Hawaiian plants and trees will be planted along the resurface road and parking aprons. This will be a first time addition to the cemetery with a Hawaiian memorial

D. Describe the applicant's sustainability and/or additional long-term benefit to the community
1. Provide a plan for sustaining and / or expanding activities beyond the applicable grant period. *(2,000 character count limit)* The resurface of the roadway and built memorial will greatly impact all the visitors of the cemetery for the next 2-3 decades. The nonprofit will support future light maintenance of the roadway, parking area and memorials along the road.
2. Describe the applicant's capacity and resources to carry out the above plan (staffing, funding, etc.) beyond the grant period. *(2,000 character count limit)* We are strictly a nonprofit and periodically conduct a call-out for volunteers. Our volunteers are military veterans, church groups, fire fighters, Lions Club members, community residents, lawmakers and active duty military from all bases on the island. Our volunteers know the impact of the volunteer grass cutting, trash pickup and filling collapsed grave sites with dirt. The nonprofit is expected to integrate solar PV over portions of the cemetery with 3rd party investor with 25-year lease. There will be funding from profits of selling electricity back Hawaiian Electric that will be used to hire professional grounds keepers to support future grooming of the cemetery. End goal for the nonprofit; revitalize the cemetery for all the families to have safe visits to be with their loved ones who have passed.

E. No CITY funds or assistance. The highest consideration will be given to applicants that do not receive other funding or any form of assistance from the CITY. While applicants that receive other funding or assistance from the CITY may apply for Grants in Aid funding, the extent of funding or assistance already received in relation to services provided must be considered prior to awarding Grants in Aid funds. **No other funds have been requested from the City!** A percentage of the sub-total criteria points will be awarded to Grantees based on the criteria below and the information about past funding / assistance from the CITY that follows.	
The applicant has received no award from the CITY within the last 3 years. ***Nonprofit has never received a funding grant from the city.***	10%
The applicant has received 1-2 awards from the CITY within the last 3 years.	7%
The applicant has received 3-5 awards from the CITY within the last 3 years.	5%
The applicant has received between 6-9 awards from the CITY within the last 3 years.	3%
The applicant has received 10 or more awards from the CITY within the last 3 years.	0%

GRANTEE RECEIPT OF CITY GRANTS

Identify all CITY grants received by Grantee (or Fiscal Sponsor) in the last three (3) years. Information will be verified by the CITY. ***Nonprofit has never received a funding grant from the city.***

1. Grant Activity Name & Contract #: _____
   Grant Period: _____ Grant Amount: _____
   Grant Purpose: _____
   Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
   Administrating Division: _____

2. Grant Activity Name & Contract #: _____
   Grant Period: _____ Grant Amount: _____
   Grant Purpose: _____
   Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
   Administrating Division: _____

3. Grant Activity Name & Contract #: _____
   Grant Period: _____ Grant Amount: _____
   Grant Purpose: _____
   Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
   Administrating Division: _____

E. Age Friendly Honolulu (Complete only if applying for the bonus points)
Consideration is to be given to applicants that incorporate the vision and goals of the Age-Friendly Honolulu Program (as codified in ROH Chapter 2, Article 22), including but not limited to (1) enabling residents of all ages to actively participate in activities that keep them socially engaged, healthy, and active; and (2) removing barriers to inclusion for and providing support services to vulnerable residents and/or have physical limitations.

If awarded bonus points for being an Age-Friendly Honolulu project, the Grantee will be subject to additional reporting requirements, including but not limited to name, age, and physical location of seniors being served by the project.

To be eligible for the bonus points as an Age-Friendly Honolulu project an organization must demonstrate the proposal aligns with Age-Friendly Honolulu's priorities by completing the following TWO steps:

1) Go the following website https://www.hiphi.org/age-friendly-honolulu/ to access an Age-Friendly Honolulu training video. The video should be watched by at least one (1) person from the non-profit organization in a leadership position (Executive Director, Administrator, or equivalent). This video will define an "age-friendly city" and explain what types of projects align with the Age-Friendly Honolulu Vision.

2) Complete the section below by selecting which Age-Friendly Honolulu category best fits the activities of your organization and providing a brief description of how your proposal is an Age-Friendly Honolulu project.

☒ Enabling Residents of all ages to actively participate in activities that keep them socially engaged, healthy, and active, particularly at the oldest ages

☒ Providing Kupuna with meaningful roles in the community, including mentors, volunteers, or through intergenerational programming

☒ Removing barriers to support community inclusion and accessibility for persons of all abilities.

3) How is your proposal an Age-Friendly Honolulu Project and explain how your organization can meet the additional reporting requirements if awarded? *(2,000 character count limit) Our nonprofit board of directors is comprised of six Kupuna. During our routine cemetery cleanups, we have numerous Kupuna and family members of all ages come out to groom all the grave sites in the cemetery. Everyone in harmony with the same purpose to take care of their loved ones buried at Sunset Memorial Park Cemetery.*

Proposal 34

APPENDIX A: TIER II GRANT PROPOSAL (Grants $25,000 to $150,000)
SOLICITATION NO. RGP-DCS-GIA2026

Instructions: The proposal below must be completed in full. Responses must be provided in the fillable boxes provided. Where annotated, the fillable boxes have predetermined maximum limits on character counts. Letters, numbers, punctuation marks, and spaces are included in the character count limits.

SECTION I
SUMMARY

A. Grantee Legal Name:	Friends of Hawaii Technology Academy
B. Is Grantee a Fiscal Sponsor?	**X** Yes ☐ No
C. Grant Activity Name:	Increasing Student Safety and Success

D. Briefly describe the Grantee's background, history (including year established), and mission. *(400 character count limit)*

Established in 2013 Friends of Hawaii Technology Academy (FoHTA) is a non-profit organization created to engage in activities that further the mission, vision, and strategic initiatives of Hawaii Technology Academy (HTA), Hawai'i's largest public charter school serving 1,900 students statewide. For the purposes of this proposal, FoHTA is acting as a fiscal sponsor for HTA.

E. Briefly describe the Grant Activity and public need being filled. *(400 character count limit)*

Hawaii Technology Academy (HTA) is Hawai'i's largest public charter school serving 1,946 students statewide and 693 students at our Waipahu campus.

The primary public purpose that this project serves is purchasing and improving educational facilities at HTA's Waipahu campus, creating a more modern, safe, and learning conducive environment.

F. Briefly summarize Grant Activity outcomes and measures of success, including number and description of those served. *(400 character count limit)*

This project will serve 693 students enrolled at HTA's Waipahu campus. HTA's students contribute a significant number of community service hours. Increases in student engagement results in greater community contributions.

Measures of success include, total number of school furniture purchased, increase in student measures of safety and success, and total hours of student community service.

G. Council District
Check all districts that will benefit from the Grant Activity. Provide the amount requested per district. Amounts must be in whole numbers only.

☐ District 1 $	☐ District 2 $	☐ District 3 $
☐ District 4 $	☐ District 5 $	☐ District 6 $
☐ District 7 $	☐ District 8 $	**X** District 9 $ 143,000
Total Amount Requested (must be $25,000 to $150,000)	$ 143,000	

H. Type of Grant Activity (pick <u>ONE</u> category that best reflects the Grant Activity):		
1. Public Services: Projects in this category will support qualified public services and programs for the target populations deemed by the CITY to be most vulnerable.		
☐ A. Public Service – Seniors	**X** B. Public Service - Children	☐ C. Public Service - Disabilities
☐ D. Public Service – Homeless	☐ E. Public Service – Domestic Violence	☐ F. Public Service – Substance Abuse
☐ G. Public Service – Mental Health	☐ H. Public Service – Other (describe):	
2. Arts, Culture, Community/Economic Development, and the Environment: Projects in this category will support the sustainable improvement in the well-being and quality of life of local communities, especially low- to moderate income areas.		
☐ A. Arts	☐ B. Culture	☐ C. Community Development
☐ D. Economic Development	☐ E. Environment	

GRANTEE'S CERTIFICATION AND SIGNATURE

The undersigned, subject to personal liability and penalty under applicable law, certifies that he or she: (i) is authorized to sign this Grant Proposal; (ii) personally prepared or reviewed the matters found in this Grant Proposal (including any related documents/attachments); (iii) asserts all statements made in this Grant Proposal (including all attachments) are true, accurate and complete; (iv) has the requisite skills and knowledge to assert the foregoing certification; and (v) has complied and shall continue to comply with all applicable requirements of Chapter 6, Article 29 of the Revised Ordinances of Honolulu 2021, as amended (Link), regarding private organizations receiving grants of public funds from the City and County of Honolulu.

Signature of Grantee (Fiscal Sponsor) Officer _____ Date _____

Printed Name and Title:

CERTIFICATE OF THE BOARD OF DIRECTORS NO OBLIGATIONS IN ARREARS

The undersigned President of the Board of Friends of Hawaii Technology Academy ("Grantee") hereby certifies that the Grantee or any principal of the GRANTEE or sponsored organization (where the Grantee is a Fiscal Sponsor) is not in arrears on any financial or other obligation owed to the City & County of Honolulu, a municipal corporation of the State of Hawaii.

(Signature)

Noelle Zimdahl , Board President

(Print name)

CERTIFICATE OF THE BOARD OF DIRECTORS AUTHORIZATION TO ASSIGN AUTHORITY

The undersigned SECRETARY of the Board of Friends of Hawaii Technology Academy ("Grantee") hereby certifies that Noelle Zimdahl (name), Board President (title), has been authorized by the Board of Directors to sign proposals, contracts, and related documents on behalf of the Grantee. Accordingly, I hereby assign the authority by the Board to execute proposals, contracts, and contract amendments on behalf of the Grantee, and further certify that the assigned is given the power and authority to do all things necessary to implement, maintain, amend, or renew such contracts, including but not limited to the delegation of signing authority to another employee of the Grantee.

(Signature)

KIM COOK - BOARD SECRETARY

(Print name)

STATE OF HAWAII)
CITY AND COUNTY OF HONOLULU)

On this 11 day of December, 2024 NN before me appeared kim cook, personally known to me, who, being by me duly sworn, did say that ~~he~~/she NN is the secretary of Friends of Hawaii technology Academy and that the corporation has no corporate seal, and that said instrument was signed in behalf of said corporation by authority of its Board of Directors, and said She acknowledged said instrument to be the free act and deed of said corporation.

Notary Public, State of Hawaii Noah Nua

My Commission expires: 07/16/2027

NOAH NUA
STATE OF HAWAII NOTARY PUBLIC
Commission Number 23-185

NOAH NUA
STATE OF HAWAII NOTARY PUBLIC
Commission Number 23-185

Doc. Date: 12/11/24 # Pages 1
Name: Noah Nua First Circuit
Doc. Description: Certificate of the Board of Directors
Noah Nua 12/11/24
Signature Date
NOTARY CERTIFICATION

SECTION II
GRANT ACTIVITY INFORMATION

A. Describe how the community need, stated problem/issue, and target population are effectively validated. The description must include how the public services' target population is vulnerable or how the arts, culture, community/economic development, or environmental activities will especially support low- to moderate-income areas.

1. Provide substantive data and other qualifying information to demonstrate how the problem/issue impacts the target population and is a community priority that needs to be addressed. (5,000 character count limit)

FoHTA:

Educational research has demonstrated that when classroom space and furniture is adaptive to the needs of its occupants–both students and teachers–the positive effects can be profound (*Dittoe, 2002*).

HTA believes that investing in Hawaiian learning environments can significantly enhance the overall learning and a productive teaching climate for students in Hawaii. Grant funds will help improve educational opportunities for students in several ways:

Classroom Materials
Updated instructional materials improve the aesthetics of the classroom and enhance efficiency. When teachers have access to quality materials that are instructionally aligned, their classroom practice and student outcomes are enhanced (*EdReports, 2022*). Potential new equipment, such as interactive SMARTboards and better outfitted science rooms, will provide teachers with the flexibility and technology they need to deliver HTA's innovative curriculum in multiple learning environments.

Learning Spaces
As noted, HTA's curriculum focuses on student-centered, project-based learning. In addition to knowledge acquired through textbooks, students engage in hands-on, experiential learning and projects across all divisions. This kind of learning requires classroom space, furnishings, and equipment that will maximize the project-based learning experience. Furthermore, HTA's incorporation of the academic approach STEM (Science, Technology, Engineering, Math) across all content areas means that students engage in multiple hands-on interdisciplinary projects. Students frequently conduct science experiments and use technology and design-thinking processes in their courses. New science labs/rooms would have a significant impact on our students as it would align with HTA's curricular expectations for experiential learning and provide them with adequate space to not only learn, but do.

Designated library rooms encourage reading, writing, and effective research practice, helping students to refine these important skills in a distraction-free environment. The addition of a Makerspace will have its own positive impact on students, fostering collaborative learning and innovation through hands-on experiential learning.

Green Spaces
Research findings have demonstrated that access to green spaces improves the mental well-being of children. Access to green spaces was directly associated with improved mental well-being and overall health and cognitive development of children by promoting attention restoration, memory, stress reduction, and social interaction (*McCormick, 2017*). This access has also been associated with higher standardized test scores (*McCormick, 2017*). HTA

believes that improving or implementing access to green spaces, including the acquisition of new benches and tables, will positively impact our students' well-being and provide numerous opportunities for conducting learning outdoors.

These additions and improvements will allow HTA to expand its curricular programs and provide sufficient space for each campus to grow. In turn, teachers will be able to deliver an equal and accessible curriculum that prioritizes innovation, effectiveness, and quality. Students will be prepared to lead lives of leadership, service, and success in the complex future.

Dittoe, W. (2002). Innovative models of learning environments. New Directions for Teaching and Learning, 2002(92), 81-90
McCormick, R. (2017). Does Access to Green Space Impact the Mental Well-Being of Children: A Systematic Review. Journal of Pediatric Nursing, 37, 3-7

B. Describe the proposed plan

1. Provide a description of the Grant Activity. This description will be used as the scope of services in the contract. Describe why you chose this Grant Activity and how it will effectively address the community's problem / need. (3,000 character count limit)

FoHTA:

The primary public purpose and need to be served, is the delivery of high quality education at HTA's Waipahu campus, promoting greater youth, family, and community resilience. High quality education for youth is paramount for positive future outcomes and for reducing the rate of delinquency and youth incarceration.

HTA is 16 years old, and, given the age of the institution, much of its furniture, fixtures, and equipment are outdated. Additionally, over the lifetime of the school, furniture, fixtures, and equipment needs have changed as the school has pursued new directions in curriculum, technology, teaching, and learning that require flexibility. While needs vary by campus, HTA intends to improve and expand our facilities to maintain and elevate the quality of education that HTA provides its students. HTA needs updated furniture, fixtures, and equipment. Improved facilities will enable HTA to effectively implement our innovative curriculum and guarantee equitable access across to all students.

In this request for funding, HTA has two specific objectives we plan to achieve that will benefit students at our Waipahu Campus:

1. **Update and improve student furniture and facilities at Waipahu:**

HTA believes in equitable access, the notion that every student in every classroom at HTA should have the same opportunity to be taught by a high-quality educator and have access to the same type of facilities, resources, and equipment. While HTA currently has exceptional teachers and administrators at each campus, we do not have equitable facilities at present for all of our students.

2. **Foster interdisciplinary collaboration to better educate students at HTA:**

Interdisciplinary collaboration commonly involves teachers focusing on making connections between subject areas. One way this collaboration is done at HTA is through project-based learning and career-based education opportunities. Teachers work together to ensure that the curriculum makes connections across the subject areas, which can help students build a

deeper conceptual understanding of topics and help them better understand the world in which they live. Updating furniture, fixtures, and equipment at the Waipahu Campus allows us to educate our students better, which benefits our entire community and state.

2. Provide measurable outcomes, describe how outcomes are aligned with the purposes and priorities of the Grants in Aid Fund, and describe how outcomes directly benefit the target population. (3,000 character count limit)

Public Services should begin with a statement of the number of individuals that the Grant Activity will directly benefit during the Grant Term.

Arts, Culture, Community/Economic Development or Environment should begin with a statement as to how the Grant Activity supports the sustainable improvement in the well-being and quality of life of local communities, especially low to moderate income areas.

FoHTA:

The outcomes related to the request will be evaluated along the following criteria:

1. Increase parental satisfaction with school facilities

Use the results of the School Quality Survey (SQS) parent section to collect data about parents' perceptions of safety and student engagement at the school to examine the benefit and impact of facility improvements. The Hawaii Department of Education annually administers the SQS to capture the voices of school personnel, students (Grades 3-12), and parents/guardians (of students in Grades K-12) in public DOE schools and charter schools.

2. Increase student enrollment, attendance, and graduation rates

Use HTA attendance and graduation rates to examine student engagement in school.

3. Increases in Student perception of safety, engagement, and belonging

Use results of a Panorama survey to examine student learning experience. The Panorama survey measures student sense of belonging, engagement, and the overall learning environment.

4. Purchase and install 326 Pieces of Furniture

Purchasing and installing 326 pieces of furniture, fixtures, and equipment at HTA's Waipahu Campus

3. Provide an action plan to achieve the stated measurable outcomes. If the Grant Activity involves a partnership, provide a description of each partner's role. Must include measurable milestones, specific events, or other performance measures appropriate to achieving the outcomes. *(3,000 character count limit)*

FoHTA:

To accomplish the project goal, FoHTA will serve as a financial administrator and HTA
will be responsible for project implementation. HTA will engage a project team with proven qualifications and expertise to complete all project activities.

Project Roles and Responsibilities

Title	Roles	Responsibilities
Executive Director	The leader of the school has sanctioned the project and will oversee the needs of HTA's statewide campus and student body.	● Monitor the overall progress of the project at a high level. ● Assist the Facilities Coordinator with decision making. ● Authorize and approve/reject issues that affect Scope, Cost, Time or Quality of the project.
Facilities Coordinator	Responsible for leading a project from concept to finish. This includes conceptualization, initiation, planning, executing, monitoring and closing out the project, while managing risks, timelines, resources and the scope of the project. Works with the Executive Director to define the project scope and team members and reports on issues and progress on a regular basis. The project manager's goals are focused on delivering the project on-time, on-scope, within budget and to the required quality standards.	● Conduct focus groups with campus directors and teachers to assess the furniture needs of each classroom/campus based on the subject and teaching methods. ● Assess: Campus square footage; current usages of classrooms; needs of the classrooms, teachers, and students; current equipment and furniture. ● Conduct regular meetings with Executive Director, Campus Directors, Interior Design Project Manager and furniture vendors for support in design planning, project management, and coordinating shipping, delivery plans, budgeting, and installation services. ● Review suggested furniture plans for classrooms from Interior Showcase and all proposed costs, shipping timeframes and costs, and installation fees. ● Create a schedule for ordering, shipping,

		delivery, storage, and installation with deadlines for all six campuses. ● Work with Interior Showcase Project Manager and Campus Directors during delivery of all furniture and equipment to each campus and schedule all furniture to be installed. ● Inspect, review, approve all furniture once installed.
Business Manager	Responsible for overseeing business operations and finances	● Monitor the budget during the project ● Attend regular meetings with the Executive Director and Facilities Coordinator to monitor finances and project outcomes.

FoHTA:

The project will commence on October 1, 2025, and be completed by September 30, 2026.

Timeline	Outcomes
Quarter 1	● Conduct analysis and assessment of furniture needs for campuses. ● Prioritize the needs addressed in the assessment and create purchasing guides to meet the needs of each campus. ● Purchase furniture and equipment needed to support HTA campus programs
Quarter 2	● Begin installing furniture
Quarter 3	● Complete furniture installation
Quarter 4	● Analyze furniture and equipment installed to assess future needs.

4. Provide a budget narrative that explains how the budget in Section III will achieve the desired outcomes. (*3,000 character count limit)*

FoHTA:

Funds from this grant will support the purchasing of 326 pieces of furniture for HTA's Waipahu Campus. This furniture will increase student safety, and engagement through supporting student classroom learning, along with cross disciplinary programs.

5. Provide a timeline that is complete, realistic and appropriate to achieve the desired outcomes. This timeline should also be reflected in Section IV. *(3,000 character count limit)*

FoHTA:

The project will commence on October 1, 2025, and be completed by September 30, 2026.

Timeline	Outcomes
Quarter 1	● Conduct analysis and assessment of furniture needs for campuses. ● Prioritize the needs addressed in the assessment and create purchasing guides to meet the needs of each campus. ● Purchase furniture and equipment needed to support HTA campus programs
Quarter 2	● Begin installing furniture
Quarter 3	● Complete furniture installation
Quarter 4	● Analyze furniture and equipment installed to assess future needs.

C. Provide evidence of the agency's ability to perform the proposed grant activity through past performance, current capacity and/or plan to acquire the capacity to perform.

1. Provide data that demonstrates proven success in offering the same, similar, or related activities to achieve the proposed outcomes. *(3,000 character count limit)*

FoHTA:

Since 2008, HTA has provided an innovative learning community that empowers students to become creative, critical thinkers and enables them to determine their unique paths to success.

HTA's Executive Director, Business Manager, and Facilities Coordinator have experience with projects of this size and manner. They have experience handling

grants of this magnitude, including previously awarded State GIA grants. Recently, they have handled significant construction projects on two of HTA's campuses and opened a new campus in Ewa Beach. They understand HTA's needs and have identified furnishings and equipment that work best for HTA's unique learning environment. The input of students, teachers, administrators, parents, and community stakeholders are included when deciding what will facilitate the optimal learning environment.

FoHTA is a Hawaii non-profit 501c3 incorporated on July 19, 2013. While the primary mission of the FoHTA is to provide support to the students and faculty of HTA, the non-profit corporation also supports increasing educational opportunities for all programs at HTA and strongly endorses this project.

2. Describe the applicant's capacity to successfully achieve the proposed outcomes.
OR
Provide a plan to acquire the capacity to successfully achieve the proposed outcomes (including how the applicant has acquired similar capacity in the past).

Responses should include organizational knowledge, staffing, fiscal resources, facilities and other resources, stakeholders and relationships, and other relevant resources. *(3,000 character count limit)*

FoHTA:

FoHTA and HTA have a proven track record of successful financing and management of projects. Ultimate responsibility and accountability for project success rests with HTA's Executive Director while the FoHTA Board of Directors will serve as the fiscal administrator.

HTA Project Administrators:

Name	Title
Matt Zitello	Executive Director
Gabriela Bonilla	Chief Finance Officer
Carrie White	Facilities Coordinator

D. Describe the applicant's sustainability and/or additional long-term benefit to the community

1. Provide a plan for sustaining and / or expanding activities beyond the applicable grant period. *(2,000 character count limit)*

FoHTA:

Funding for this grant will cover the acquisition of the needed furnishings, fixtures, and equipment. Maintenance, repair, and upgrading costs for those acquisitions could be covered by HTA's operational budget if not specifically funded after the 2025-26

school year. HTA would create a plan for the long-term upgrading and upkeep of technology and equipment purchased through this grant.
2. Describe the applicant's capacity and resources to carry out the above plan (staffing, funding, etc.) beyond the grant period. *(2,000 character count limit)* HTA has been an ever growing and successful charter school since it's inception in 2008. With strong staffing, various sources of funding, and increasing enrollment. HTA will continue to carry out the needs of properly equipping and educating it's public school students beyond this grant request.

E. No CITY funds or assistance.
The highest consideration will be given to applicants that do not receive other funding or any form of assistance from the CITY. While applicants that receive other funding or assistance from the CITY may apply for Grants in Aid funding, the extent of funding or assistance already received in relation to services provided must be considered prior to awarding Grants in Aid funds.

A percentage of the sub-total criteria points will be awarded to Grantees based on the criteria below and the information about past funding / assistance from the CITY that follows.

The applicant has received no award from the CITY within the last 3 years.	**10%**
The applicant has received 1-2 awards from the CITY within the last 3 years.	**7%**
The applicant has received 3-5 awards from the CITY within the last 3 years.	**5%**
The applicant has received between 6-9 awards from the CITY within the last 3 years.	**3%**
The applicant has received 10 or more awards from the CITY within the last 3 years.	**0%**

GRANTEE RECEIPT OF CITY GRANTS

Identify all CITY grants received by Grantee (or Fiscal Sponsor) in the last three (3) years. Information will be verified by the CITY.

1. Grant Activity Name & Contract #: _____
   Grant Period: _____ Grant Amount: _____
   Grant Purpose: _____
   Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
   Administrating Division: _____

2. Grant Activity Name & Contract #: _____
   Grant Period: _____ Grant Amount: _____
   Grant Purpose: _____
   Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
   Administrating Division: _____

3. Grant Activity Name & Contract #: _____
   Grant Period: _____ Grant Amount: _____
   Grant Purpose: _____
   Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
   Administrating Division: _____

4. Grant Activity Name & Contract #: _____
   Grant Period: _____ Grant Amount: _____

Grant Purpose: _____
Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
Administrating Division: _____

5. Grant Activity Name & Contract #: _____
   Grant Period: _____ Grant Amount: _____
   Grant Purpose: _____
   Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
   Administrating Division: _____

E. Age Friendly Honolulu (Complete only if applying for the bonus points)
Consideration is to be given to applicants that incorporate the vision and goals of the Age-Friendly Honolulu Program (as codified in ROH Chapter 2, Article 22), including but not limited to (1) enabling residents of all ages to actively participate in activities that keep them socially engaged, healthy, and active; and (2) removing barriers to inclusion for and providing support services to vulnerable residents and/or have physical limitations.

If awarded bonus points for being an Age-Friendly Honolulu project, the Grantee will be subject to additional reporting requirements, including but not limited to name, age, and physical location of seniors being served by the project.

To be eligible for the bonus points as an Age-Friendly Honolulu project an organization must demonstrate the proposal aligns with Age-Friendly Honolulu's priorities by completing the following TWO steps:

1) Go the following website https://www.hiphi.org/age-friendly-honolulu/ to access an Age-Friendly Honolulu training video. The video should be watched by at least one (1) person from the non-profit organization in a leadership position (Executive Director, Administrator, or equivalent). This video will define an "age-friendly city" and explain what types of projects align with the Age-Friendly Honolulu Vision.

2) Complete the section below by selecting which Age-Friendly Honolulu category best fits the activities of your organization and providing a brief description of how your proposal is an Age-Friendly Honolulu project.

☐ Enabling Residents of all ages to actively participate in activities that keep them socially engaged, healthy, and active, particularly at the oldest ages

☐ Providing Kupuna with meaningful roles in the community, including mentors, volunteers, or through intergenerational programming

☐ Removing barriers to support community inclusion and accessibility for persons of all abilities.

3) How is your proposal an Age-Friendly Honolulu Project and explain how your organization can meet the additional reporting requirements if awarded? *(2,000 character count limit)*

APPENDIX A: TIER II GRANT PROPOSAL (Grants $25,000 to $150,000)
SOLICITATION NO. RGP-DCS-GIA2026

Instructions: The proposal below must be completed in full. Responses must be provided in the fillable boxes provided. Where annotated, the fillable boxes have predetermined maximum limits on character counts. Letters, numbers, punctuation marks, and spaces are included in the character count limits.

SECTION I
SUMMARY

A. Grantee Legal Name:	Friends of Waialua Robotics, Inc. (FWR)
B. Is Grantee a Fiscal Sponsor?	☐ Yes ☒ No
C. Grant Activity Name:	Waialua Robotics STEM Project

D. Briefly describe the Grantee's background, history (including year established), and mission. *(400 character count limit)*

FWR's main purpose is the raise funds to support the Waialua Robotics Program and its vision and mission. FWR was established in 2016, and the program's goal is to encourage and to expose students to activities and careers in STEM-related fields such as engineering, entrepreneurship, computer science, graphics, CAD, video, and web-page design in a rural community with limited to no access.

E. Briefly describe the Grant Activity and public need being filled. *(400 character count limit)*

Activities include career exploration via participation in robot competitions and STEM Outreach Events (i.e. demonstrations, presentations, training, service projects, community service), entrepreneurial partnership projects that benefit the community, opportunities for kupuna volunteers, and using industrial equipment and tools to provide training for participating students and adult volunteers.

F. Briefly summarize Grant Activity outcomes and measures of success, including number and description of those served. *(400 character count limit)*

The program strives to transform the culture of our rural community by preparing students to succeed in post-secondary opportunities, higher education and meet the growing projected percent increases of those in STEM careers. We seek to serve 60 participating students, engage kupuna volunteers, and audiences of up to 6000 people both locally and around the World via our program offerings.

G. Council District
Check all districts that will benefit from the Grant Activity. Provide the amount requested per district. Amounts must be in whole numbers only.

☐ District 1 $	☒ District 2 $150,000.00	☐ District 3 $
☐ District 4 $	☐ District 5 $	☐ District 6 $
☐ District 7 $	☐ District 8 $	☐ District 9 $

Total Amount Requested (must be $25,000 to $150,000)	$150,000.00

H. Type of Grant Activity (pick ONE category that best reflects the Grant Activity):		
1. Public Services: Projects in this category will support qualified public services and programs for the target populations deemed by the CITY to be most vulnerable.		
☐ A. Public Service – Seniors	☒ B. Public Service - Children	☐ C. Public Service - Disabilities
☐ D. Public Service – Homeless	☐ E. Public Service – Domestic Violence	☐ F. Public Service – Substance Abuse
☐ G. Public Service – Mental Health	☐ H. Public Service – Other (describe):	
2. Arts, Culture, Community/Economic Development, and the Environment: Projects in this category will support the sustainable improvement in the well-being and quality of life of local communities, especially low- to moderate income areas.		
☐ A. Arts	☐ B. Culture	☐ C. Community Development
☐ D. Economic Development	☐ E. Environment	

GRANTEE'S CERTIFICATION AND SIGNATURE

The undersigned, subject to personal liability and penalty under applicable law, certifies that he or she: (i) is authorized to sign this Grant Proposal; (ii) personally prepared or reviewed the matters found in this Grant Proposal (including any related documents/attachments); (iii) asserts all statements made in this Grant Proposal (including all attachments) are true, accurate and complete; (iv) has the requisite skills and knowledge to assert the foregoing certification; and (v) has complied and shall continue to comply with all applicable requirements of Chapter 6, Article 29 of the Revised Ordinances of Honolulu 2021, as amended (Link), regarding private organizations receiving grants of public funds from the City and County of Honolulu.

Glenn S.B. Lee — October 28, 2024

Signature of Grantee (Fiscal Sponsor) Officer — Date

Printed Name and Title: Glenn S.B. Lee, President

CERTIFICATE OF THE BOARD OF DIRECTORS NO OBLIGATIONS IN ARREARS

The undersigned of the Board ("Grantee") hereby certifies that the Grantee or any principal of the Grantee or sponsored organization (where the Grantee is a Fiscal Sponsor) is not in arrears on any financial or other obligation owed to the City & County of Honolulu, a municipal corporation of the State of Hawaii.

G.S.B.L

(Signature)
Glenn S.B. Lee

(Print name)

CERTIFICATE OF THE BOARD OF DIRECTORS AUTHORIZATION TO ASSIGN AUTHORITY

The undersigned of the Board ("Grantee") hereby certifies that Glenn S.B. Lee (name), President (title), has been authorized by the Board of Directors to sign proposals, contracts, and related documents on behalf of the Grantee. Accordingly, I hereby assign the authority by the Board to execute proposals, contracts, and contract amendments on behalf of the Grantee, and further certify that the assigned is given the power and authority to do all things necessary to implement, maintain, amend, or renew such contracts, including but not limited to the delegation of signing authority to another employee of the Grantee.

Linda T Souza

(Signature)
Linda T. Souza

(Print name)

STATE OF HAWAII)
CITY AND COUNTY OF HONOLULU)

On this 29TH day of OCTOBER, 2024, before me appeared LINDA T SOUZA, personally known to me, who, being by me duly sworn, did say that he/she is the TREASURER of FRIENDS OF WAIALUA ROBOTICS INC and that the corporation has no corporate seal, and that said instrument was signed in behalf of said corporation by authority of its Board of Directors, and said SHE acknowledged said instrument to be the free act and deed of said corporation.

JAMES KUMURA NOTARY PUBLIC No. 19-383 STATE OF HAWAII

JAMES KUMURA
Notary Public, State of Hawaii

My Commission expires: 09/22/2027

Doc. Date: 10/28/2024 # Pages 18
Name: JAMES KUMURA FIRST Circuit
Doc. Description: FY26 GRANTS IN AID APPENDIX A TIER II: GRANT PROPOSAL

10/29/2024
Signature Date

NOTARY CERTIFICATION
MY COMMISSION EXPIRES 09/22/2027

JAMES KUMURA NOTARY PUBLIC No. 19-383 STATE OF HAWAII

SECTION II
GRANT ACTIVITY INFORMATION

A. Describe how the community need, stated problem/issue, and target population are effectively validated. The description must include how the public services' target population is vulnerable or how the arts, culture, community/economic development, or environmental activities will especially support low- to moderate-income areas.

1. Provide substantive data and other qualifying information to demonstrate how the problem/issue impacts the target population and is a community priority that needs to be addressed. *(5,000 character count limit)*

Waialua is a former sugar mill town. The area experiences a high proportion of families living below the poverty level with 11.7% of the population. Out of the total population, 15.0% of those under the age of 18 and 9.0% of those 65 and older are living below the poverty level. The percentage of households in the school area with public assistance income is 9.2%. The percentage for the state is 7.6%. The percent of students eligible for free/reduced lunch is 42.9%. According to the most recent 2023 school status and improvement report (SSIR), 5.2% of residents in the school area have less than a high school education. Only 27.7% of residents in the school area are college graduates with a bachelor's degree compared to 33.5% overall in the State.

The low academic achievement of our students fosters a lack of public confidence in the ability of our school to meet student needs. For example, from the most recent student profile data that contains parent survey results, the Fall 2023 School Quality Survey Report (SQS), indicates that only 69/2% of the parents at Waialua High & Intermediate School (WHIS) expressed satisfaction with the school vs. 78/7% statewide, and the data indicates that many of the graduates need remediation at the post-secondary level which is well below the State average.

In the last 3 years, the percent of students who graduated on time is at its lowest level, which also is in alignment with our average daily attendance rate at its lowest levels in the past 3 years. The State standard is 95% for average daily attendance and average daily absences should be 9 or less. Waialua High & Intermediate School has not met the State benchmarks in either categories.

There is a lack of family capital for a large population of the parents and guardians. Many of our parents and guardians do not have the funds, resources, and skills to support afterschool programs that support their children's academic growth. Cost, transportation, and program capacity restrict the number of families who can participate in current academic afterschool programs which is limited beyond the school day.

In addition, there are many kupunas/retirees in the Waialua/Haleiwa/Sunset Beach communities looking for opportunities to volunteer, work or participate (learn) in the Waialua STEM Learning Center program. Over the years, the program has had an increased number of requests to design, create and/or manufacture solutions (prototype) for challenges or problems.

In all public high schools in the State of Hawaii, appropriated State-level funding is provided for some academic and enrichment activities afterschool. Examples include OIA Sports, the Hawaii Academy of Science, Band, etc. However, funding to provide similar type STEM activities at the middle and high school levels afterschool are either extremely limited or non-existent.

To continue the Dept. of Education's vision of utilizing a school-community network approach to engage community-wide support and responsibility for a middle and high school students'

education, health and well-being, it says that we must provide them with opportunities beyond the school day.
Providing students with both academic and/or enrichment activities help reinforce to improve outcomes in attendance, behavior, and course work/grades. In addition, it helps to reduce the high school dropout crisis by stopping the disconnection in the middle school years.

Ultimately, the goal is to provide health, fitness, educational and social enrichment opportunities to better prepare them for high school, college, the workforce, and beyond.
Success of the project in summary is defined by the following:
1. Provide funding support to help the Waialua Robotics Program increase the number of students who can participate in STEM learning activities and opportunities.
2. Provide funding support to help increase student achievement in STEM.
3. Provide funding support to help increase student pursuit of post-secondary STEM opportunities, higher education, and STEM careers.

In summary, the STEM program supports our local community, businesses in Hawaii, and serves a niche in a State that has limited STEM capabilities outside of our military that has no access for Hawaii residents, our community, and local businesses.

B. Describe the proposed plan

1. Provide a description of the Grant Activity. This description will be used as the scope of services in the contract. Describe why you chose this Grant Activity and how it will effectively address the community's problem / need. *(3,000 character count limit)*

The program activities include 1) participation in STEM competitions, higher education activities, and outreach events; 2) focusing on project-based curricula to meet specific themes that have applications across inter-disciplinary content areas; 3) developing workplace readiness skills and learner outcomes such as problem solving, cooperation, effective communication, and critical thinking; 4) partnering with the Waialua College and Career Center with an emphasis to increase the numbers of students pursuing and preparing for postsecondary opportunities; and 5) providing volunteer/participation opportunities for adults, especially kupunas/retirees.

Summary of Programs to be Offered:
2025-26 School Year M-Friday, 3-6pm, Saturday and Sundays (varies)
- STEM-Engineering Exploration and Robotics 7th and 8th grade students
- STEM-Competition VEX Robotics 7-12th Grade teams of students
- STEM Robotics-Engineering, CAD, Entrepreneurship, Advanced Manufacturing, Graphics Technology, and Digital Media/Multi-Media (Video, Website, Documentation, Photos) 7-12th grade students
- College & Career Center Outreach Events and Activities (Guest Speakers, College Tours, Financial Aid, Career Day, Scholarships, Certifications) 7-12th Grade students.

In all public high schools in the State of Hawaii, appropriated State-level funding is provided for some academic and enrichment activities afterschool. Examples include OIA Sports, the Hawaii Academy of Science, Band, etc. However, funding to provide similar type STEM activities at the middle and high school levels afterschool are either extremely limited or non-existent.
To continue the Dept. of Education's vision of utilizing a school-community network approach to engage community-wide support and responsibility for a middle and high school students'

education, health and well-being, it says that we must provide them with opportunities beyond the school day.
Providing students with both academic and/or enrichment activities helps reinforce to improve outcomes in attendance, behavior, and course work/grades. In addition, it helps to reduce the high school dropout crisis by stopping the disconnection in the middle school years. Ultimately, the goal is to provide health, fitness, educational and social enrichment opportunities to better prepare them for high school, college, the workforce, and beyond.
Success of the project in summary is defined by the following:
1. Provide funding support to help the Waialua Robotics Program increase the number of students who can participate in STEM learning activities and opportunities.
2. Provide funding support to help increase student achievement in STEM.
3. Provide funding support to help increase student pursuit of post-secondary STEM opportunities, higher education, and STEM careers.
The area experiences a high proportion of families living below the poverty level with 11.7% of the population. Out of the total population, 15.0% of those under the age of 18 and 9.0% of those 65 and older are living below the poverty level. The percentage of households in the school area with public assistance income is 9.2%. The percent of students eligible for free/reduced lunch is 42.9%.

2. Provide measurable outcomes, describe how outcomes are aligned with the purposes and priorities of the Grants in Aid Fund, and describe how outcomes directly benefit the target population. *(3,000 character count limit)*

Public Services should begin with a statement of the number of individuals that the Grant Activity will directly benefit during the Grant Term.

Arts, Culture, Community/Economic Development or Environment should begin with a statement as to how the Grant Activity supports the sustainable improvement in the well-being and quality of life of local communities, especially low to moderate income areas.

The Waialua Robotics STEM Robotics Project seeks to serve at least 60 participating students, 23 adult volunteers/staff, an estimated audience of over 6000 people in our outreach workshops/tours/competitions, and about 20 different local businesses/clients total projected during the Project Period from October 2025 to September 2026.

A. Activities and Services:
The activities and services that will be conducted to accomplish the goals and objectives.
1. Conduct informational workshops with parents and students to share sources and availability of financial aid; develop materials/handouts outlining financial aid opportunities; attend college/guest speaker presentations.
2. Participation of Robotics, Graphics Technology, and Digital Media-related school level Programs, Competitions and Outreach Events such as Campus Tours, Internships, STEM conferences, and exhibitions. Participation will be in-person where allowed and/or Virtual Online.
3. Program will set both long- and short-term budget goals, which will determine and analyze the extent to which it meets its financial and sustainability objectives. In addition, the program will look to sustain program objectives beyond the funding period.

B. Expected Outputs:
The quantity of target audience served and/or activities/service provided.
1. 60+ students total served, minimum of at least 1 workshop session per quarter, minimum of at least 20 students per session. Mandatory participation in scheduled community outreach

events/parent engagement nights, Robotics competitions, and other STEM-related events at a minimum.
2. 23 adult mentors (volunteers, staff, alumni, kupunas, remote professionals) will work in the Waialua STEM Learning Center during the project period.
3. An estimated 6000 people will attend, interact, collaborate, participate, and/or visit our competitions/workshops/tours, and outreach events throughout the project period. This is based on the estimated number of people during the most recent, current 2024-25 project period.

C. Expected Outcomes:
The anticipated outcomes are based on the implementation of services and activities.
1. 2025-26 SY Student Participants Survey results (minimum 90% participation rate) indicate that 70% of participating students are more knowledgeable about financial aid opportunities, STEM careers and the requirements of colleges.
2. 2025-26 SY Annual Student and Adult Survey results demonstrating learning and personal experiences, (minimum 90% participation rate) indicate that at least 70% of participants have an overall positive learning experience score of at least 80% or higher.
3. 2025-26 SY Daily Attendance data will be recorded and collected.
4. 2025-26 SY long- and short-term budget goals will be highlighted. All project outcomes will be posted on the program's website and social media, highlighting and showcasing the learning experiences and impact.

3. Provide an action plan to achieve the stated measurable outcomes. If the Grant Activity involves a partnership, provide a description of each partner's role. Must include measurable milestones, specific events, or other performance measures appropriate to achieving the outcomes. *(3,000 character count limit)*

Specific action plan to meet stated measurable outcomes:
1. Annual student reflection papers demonstrating learning and personal experience.
2. Enabling activities: Use of hand and power tools, demonstrating safety first, adequate knowledge of science concepts related to the project, proficiency in programming in Java, creating a web page design tasks, Autodesk animation design tasks, Computer-aided drafting (CAD) with the use of Autodesk Inventor software tutorials, and developing multimedia video presentations.
3. Student participation during the extended construction period in designing and building the robot, documenting their experience via the new Impact Award (formerly Chairman's), updating and maintaining a Robotics team website, creating a robot design and animated video utilizing Autodesk software, and having an in-person or virtual Open House tour where donors, community members, and supporters can see what the students have been able to learn and accomplish in the program.
4. Participation and performance in the FIRST and VEX Robotics in-person and/or virtual competitions by team.
5. Media documents (newspaper articles), school newsletters, and parent bulletins will be kept.
6. The ability of the team in determining, analyzing, and meeting its financial objectives to support the WHS Robotics program this school year.
7. The ability of the team to look for other sources of funding and support to help sustain the program due to the lack of funds at the school level.
8. Participation in team building activities, community events, and school functions to exemplify and demonstrate what the students have learned and accomplished in the program.

9. Providing opportunities for participation in service projects, fundraisers, community outreach, and project-based solutions for clients.
10. Providing opportunities for adult volunteers to participate, learn, and teach in our STEM Learning Center, in our Entrepreneurial Special Projects to support local businesses, our community, Waialua High & Intermediate School, other local schools in Hawaii, and kupunas/retirees find solutions to challenges or problems.

4. Provide a budget narrative that explains how the budget in Section III will achieve the desired outcomes. *(3,000 character count limit)*

Administrative costs will be used to successfully implement the program with respect to accounting, time sheets, payroll, purchasing of supplies and equipment, inventory, scheduling, planning, and coordination of program activities, results, and reporting.
Key personnel costs will be used to provide instruction and bring in the expertise needed to support the program. The funds will also indirectly help to provide, facilitate, and sustain the partnerships with other volunteers/mentors needed to effectively provide enough expertise in the proposed activities to meet the number of participating students. Project personnel will provide training sessions to our local STEM community, attend STEM and Entrepreneurial professional development workshops, and participate in technology conferences to increase their expertise and up-to-date instruction necessary to address the Hawaii State General Learner Outcomes, the Common Core Standards, and to address the whole child.
The International Society for Technology in Education (ISTE) conference is a Best Practice/Technology Education conference that we would attend as professional development for teachers and personnel in the program. An opportunity to see the latest cutting-edge technology used in effective learning and engaging students will help us refine our equipment needs for our program. In addition, ISTE will provide our personnel with an abundance of learning and networking opportunities to meet our needs, regardless of whether we are an ISTE veteran or new to educational technology.
The FIRST and VEX Robotics competitions are STEM conferences/competitions that inspire young people to be science and technology leaders, by engaging them in exciting mentor-based programs that build science, engineering and technology skills, that inspire innovation, and that foster well-rounded life capabilities including self-confidence, communication, and leadership. Travel funds will be used to help offset participating students costs to participate in these competitions.
The STEM supplies and equipment are essential in providing the additional resources necessary to implement a high-level afterschool STEM learning center focused on academics and the reinforcement of skills necessary to support the regular school day learning of program participants and their respective families. Under "Other" costs, the funds will be used for costly but normal wear and tear repair and maintenance of the current industrial equipment and tools used in this program. Additional industrial and graphic technology equipment would be purchased to upgrade and enhance current program offerings for students.
In summary, the total budget proposed for this afterschool learning center will provide resources necessary to implement the program, train personnel/volunteers, expand/enhance the programs offerings to more participating students (and families), and adult volunteers and participants (especially kupunas/volunteers).

5. Provide a timeline that is complete, realistic and appropriate to achieve the desired outcomes. This timeline should also be reflected in Section IV. *(3,000 character count limit)*

Summary of STEM Robotics Afterschool Programs to be Offered:

2025-26 School Year After School: M-Friday, 3-6pm, Saturday-Sunday-Holidays-Fall/Winter/Spring/Summer Breaks (varies up to 12 hours/day)

- STEM-VEX Robotics 7th and 8th grade Robotics elective (25 students will participate)
- STEM- VEX Robotics 7th and 8th grade Competition teams (15 students)
- STEM-Robotics Engineering and Entrepreneurship Design, Graphics Technology and Digital Media, Multi-Media-Video
- Production (20 students)
- College & Career Center Outreach Events and Activities (all 60 students will participate)

Total Planned Participating-60 students total enrolled.

Programming will be for a period of 1 year, running from October 2025 - September 2026. Program will run up to 7 days a week. Meeting dates and hours may vary during Holidays and the Intercessions such as Fall, Winter and Spring Break. Program will run throughout the Summer 2026 into September 2026. During specific periods of the grant period, students will be participating in competitions and outreach events as noted in Section IV Schedule.

C. Provide evidence of the agency's ability to perform the proposed grant activity through past performance, current capacity and/or plan to acquire the capacity to perform.

1. Provide data that demonstrates proven success in offering the same, similar, or related activities to achieve the proposed outcomes. *(3,000 character count limit)*

During the 2023-24 School Year from June 1, 2023 to May 31, 2024 the Waialua Robotics Program met regularly, provided community learning opportunities for students, and participated in various VEX and FIRST Robotics Competitions locally, Statewide, Nationally, and Internationally throughout the school year.

Below is a List of Key Highlights, Awards, and Honors received:

Students:
·2023 VEX Pearl City Tournament-Team 359B-Skills Champion
·2023 VEX Pearl City Tournament-Team 3590B-Judges Award
·2023 VEX North Shore Tournament-Team 359B-Tournament Champion
·2023 VEX North Shore Tournament-Team 359B-Think Award
·2023 VEX Waianae Tournament #1-Team 3590B-Judges Award
·2023 VEX West Oahu Tournament #1-Team 359B-Think Award
·2023 VEX West Oahu Tournament #2-Team 359B-Design Award
·2024 VEX Hawaii Middle School Championship-Team 3590A Tournament Champion, Skills 2nd place, and Innovate Award
·2024 VEV Hawaii Middle School Championship-Team 3590B Tournament Champion
·2024 VEX Hawaii High School Championship-Team 359B-Innovate Award and Tournament Semi-Finalist
·2023 FIRST Robotics Beach Blitz Competition-Tournament Champion
·2023 FIRST Robotics Beach Blitz Competition - Outstanding Programming Award
·2024 FIRST Robotics Canadian Pacific Competition-Autonomous Award
·2024 FIRST Robotics Canadian Pacific Competition-Tournament Champion
·2024 FIRST Robotics San Diego Competition-Tournament Champion
·2024 FIRST Robotics San Diego Competition-Sustainability Award
·2024 FIRST Robotics Hawaii Competition-Tournament Champion
·2024 FIRST Robotics Hawaii Competition-Creativity Award

·2024 FIRST Robotics Hawaii Competition-Impact Award
·2024 FIRST Robotics Midwest Competition-Tournament Champion
·2024 FIRST Robotics Midwest Competition-Overall Impact Award
·2024 FIRST Robotics Championship-Newton Division Semi-Finalist
·2024 VEX Robotics Championship-Arts Division Team 3590B Alliance Captain

Waialua High School Robotics Program - Graduating Senior Class of '24 – 5 Students.

- All 5 Students Graduating with Honors 3.0 GPA and up. 3 Students – WHIS Valedictorians

Teachers:

- Glenn Lee – 2021 Presidential Award for Excellence in Mathematics and Science State of Hawaii Finalist (still pending National Award).

The Waialua Robotics Program successfully worked with many different clients, the community, Waialua High & Intermediate School, and local businesses find solutions in our Entrepreneurship Special Projects part of the program. Evidence of work successfully done since 2014 to present can be found here at: https://waialuarobotics.squarespace.com/projects.

For more information on awards won throughout our 25+ years program history, please visit: http://www.waialuarobotics.com and/or https://www.thebluealliance.com/team/359/history which includes all of the FIRST Robotics Competition Awards.

2. Describe the applicant's capacity to successfully achieve the proposed outcomes.
OR
Provide a plan to acquire the capacity to successfully achieve the proposed outcomes (including how the applicant has acquired similar capacity in the past).

Responses should include organizational knowledge, staffing, fiscal resources, facilities and other resources, stakeholders and relationships, and other relevant resources. *(3,000 character count limit)*

Friends of Waialua Robotics and the Waialua Robotics Program have the capacity to successfully achieve the proposed outcomes, based on 24+ years of evidence of its successes noted in Part C, Section 1.
The program has many long-term members, alumni, and dedicated volunteers (community experts, professionals) who have been with the program for many years (some of which have been with the program since inception). There are currently 23 volunteer and paid part-time staff members who serve as mentors in the program. https://2023-2024.waialuarobotics.com/program-mentors/.
There are other fiscal sources of funding and in-kind donations to help support the program.
The program operates up to 7 days a week, during breaks, and summers (year-round) at Waialua High & Intermediate School. The STEM Learning Center consists of 2 dedicated buildings covering 12,500 square ft. Detailed information about the program's facilities can be found online at https://2023-2024.waialuarobotics.com/i-building/.
The relationship between the school, the program, the Hawaii DOE, and Friends of Waialua Robotics has been positive throughout the entire existence of the STEM Learning Center. This additional funding request will allow the program to serve more participating students in achieving the goals and objectives.
The following links are additional examples of our organization's ability to achieve proposed outcomes at a high level:

https://www.firstinspires.org/resource-library/frc/past-winners-of-the-chairmans-award
https://www.youtube.com/embed/e9IV1chHJtg
https://themobius.wordpress.com/
https://frc-events.firstinspires.org/team/359

In 2018, I became a top 10 finalist for the Global Teacher Prize Award. I was recognized for my vision and efforts as a STEM Educator.
https://www.globalteacherprize.org/person?id=3954
https://www.youtube.com/watch?v=mJnrKhS2dbA
https://www.facebook.com/HIDOE808/posts/hawaiis-own-glenn-lee-teacher-at-waialua-high-intermediate-school-is-a-top-10-fi/1802131223184996/
https://www.youtube.com/watch?v=O0JLnJwDdk4
https://www.facebook.com/watch/?v=974827916025934

For more information on the Waialua Robotics Program and STEM Robotics Learning Center, please visit: http://www.waialuarobotics.com and/or http://www.projects.waialuarobotics.com.

D. Describe the applicant's sustainability and/or additional long-term benefit to the community

1. Provide a plan for sustaining and / or expanding activities beyond the applicable grant period. *(2,000 character count limit)*

Over the course of the last several years since COVID-19, the number of students in the Robotics Program has varied depending on a range of factors, both internal and external which affects both student interest and accessibility for student participation. COVID played a huge factor in testing our ability to offer program activities to students in-person, but we were able to use our creativity to offer remote/distance learning in addition to providing traditional learning opportunities by cohort. The Waialua Robotics program has proven to be sustainable since its inception in August 1999. They have built, grown, and continued to operate as a year-round program for the past 25+ school years. Their focus on program improvement and flexibility has allowed them to sustain a program that requires lots of funding, mentorship, and facilities to succeed.

The program is still highly dependent on school support, sponsorships from many sources of local funding, many volunteers, and community partnerships which are vital to the sustainability of the program offerings. The amount of funding we are able to receive directly impacts the no. of students and adults who want to volunteer and learn in our program offerings.

However, the support has been well-established, very strong, providing much needed support for students in the form of supplies, equipment, and subsidizing registration, travel, uniform and training costs so that students can participate in STEM Robotics competitions, Outreach Events, and Entrepreneurial Partnership project opportunities.

This funding request is an opportunity for our program to sustain and to expand, reaching more participating students due to the high demand of families that want to have their child participate, and to allow more kupunas/retirees to participate and volunteer in our STEM program offerings. We have an adequate number of staff volunteers/mentors and dedicated facilities to ensure that our program offerings continue.

2. Describe the applicant's capacity and resources to carry out the above plan (staffing, funding, etc.) beyond the grant period. *(2,000 character count limit)*

Friends of Waialua Robotics and the Waialua Robotics Program have the capacity to successfully achieve the proposed outcomes, based on 25+ years of evidence of its successes noted in Part C, Section 1. The program is well-established and those that support the program have confidence that they will continue to succeed in the foreseeable future.

The program has many long-term members, alumni, and dedicated volunteers (community experts, professionals) who have been with the program for many years (some of which have been with the program since inception). There are currently 23 volunteers and paid key part-time staff members who serve as mentors in the program.

There are other fiscal sources of funding and in-kind donations to help support the program.

The program operates up to 7 days a week, during breaks, and summers (year-round) at Waialua High & Intermediate School. The STEM Learning Center consists of 2 dedicated buildings covering 12,500 square ft. Friends of Waialua Robotics' purpose is to raise funds and support the vision and mission of the Waialua Robotics Program, which applies for grants and donations year-round, to support it. Examples include soliciting support from Program Alumni's, local community STEM professionals, and applying for local grants such as from the Hawaii Community Foundation.

This funding request is an opportunity for our program to sustain and to expand, reaching more participating students due to the high demand of families that want to have their child participate.

The relationship between the school, the program, the Hawaii DOE, and Friends of Waialua Robotics has been positive throughout the entire existence of the STEM Learning Center. Our program is supported by our Waialua High & Intermediate School leadership, our Central District area Superintendent, Mr. Robert Davis, and endorsed by our current Hawaii State Superintendent, Mr. Keith Hayashi. Everyone mentioned has visited our program in person in recent years.

E. No CITY funds or assistance.
The highest consideration will be given to applicants that do not receive other funding or any form of assistance from the CITY. While applicants that receive other funding or assistance from the CITY may apply for Grants in Aid funding, the extent of funding or assistance already received in relation to services provided must be considered prior to awarding Grants in Aid funds.

A percentage of the sub-total criteria points will be awarded to Grantees based on the criteria below and the information about past funding / assistance from the CITY that follows.

The applicant has received no award from the CITY within the last 3 years.	**10%**
The applicant has received 1-2 awards from the CITY within the last 3 years.	**7%**
The applicant has received 3-5 awards from the CITY within the last 3 years.	**5%**
The applicant has received between 6-9 awards from the CITY within the last 3 years.	**3%**
The applicant has received 10 or more awards from the CITY within the last 3 years.	**0%**

GRANTEE RECEIPT OF CITY GRANTS

Identify all CITY grants received by Grantee (or Fiscal Sponsor) in the last three (3) years. Information will be verified by the CITY.

1. Grant Activity Name & Contract #: Waialua Robotics STEM Project CT-DCS-2400021
   Grant Period: GIA 2024 Grant Amount: $198,739.00
   Grant Purpose: **FWR's main purpose is the raise funds to support the Waialua Robotics Program and its vision and mission. The program's goal is to encourage and to expose students to activities that relate directly to careers in STEM-related fields such as engineering, entrepreneurship, computer science, graphics, CAD, video, and web-page design in a community with limited or no access to these programs of study.**
   Grant Activity Status: ☐ Underway ☒ Completed ☐ Canceled
   Administrating Division: **Office of Grants Management, Department of Community Services, City and County of Honolulu**

2. Grant Activity Name & Contract #: _____
   Grant Period: _____ Grant Amount: _____
   Grant Purpose: _____
   Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
   Administrating Division: _____

3. Grant Activity Name & Contract #: _____
   Grant Period: _____ Grant Amount: _____
   Grant Purpose: _____
   Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
   Administrating Division: _____

4. Grant Activity Name & Contract #: _____
   Grant Period: _____ Grant Amount: _____
   Grant Purpose: _____
   Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
   Administrating Division: _____

5. Grant Activity Name & Contract #: _____
   Grant Period: _____ Grant Amount: _____
   Grant Purpose: _____
   Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
   Administrating Division: _____

6. Grant Activity Name & Contract #: _____
   Grant Period: _____ Grant Amount: _____
   Grant Purpose: _____
   Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
   Administrating Division: _____

7. Grant Activity Name & Contract #: _____
   Grant Period: _____ Grant Amount: _____
   Grant Purpose: _____
   Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
   Administrating Division: _____

E. Age Friendly Honolulu (Complete only if applying for the bonus points)
Consideration is to be given to applicants that incorporate the vision and goals of the Age-Friendly Honolulu Program (as codified in ROH Chapter 2, Article 22), including but not limited to (1) enabling residents of all ages to actively participate in activities that keep them socially engaged, healthy, and active; and (2) removing barriers to inclusion for and providing support services to vulnerable residents and/or have physical limitations.

If awarded bonus points for being an Age-Friendly Honolulu project, the Grantee will be subject to additional reporting requirements, including but not limited to name, age, and physical location of seniors being served by the project.

To be eligible for the bonus points as an Age-Friendly Honolulu project an organization must demonstrate the proposal aligns with Age-Friendly Honolulu's priorities by completing the following TWO steps:

1) Go the following website https://www.hiphi.org/age-friendly-honolulu/ to access an Age-Friendly Honolulu training video. The video should be watched by at least one (1) person from the non-profit organization in a leadership position (Executive Director, Administrator, or equivalent). This video will define an "age-friendly city" and explain what types of projects align with the Age-Friendly Honolulu Vision.

2) Complete the section below by selecting which Age-Friendly Honolulu category best fits the activities of your organization and providing a brief description of how your proposal is an Age-Friendly Honolulu project.

☒ Enabling Residents of all ages to actively participate in activities that keep them socially engaged, healthy, and active, particularly at the oldest ages

☐ Providing Kupuna with meaningful roles in the community, including mentors, volunteers, or through intergenerational programming

☐ Removing barriers to support community inclusion and accessibility for persons of all abilities.

3) How is your proposal an Age-Friendly Honolulu Project and explain how your organization can meet the additional reporting requirements if awarded? *(2,000 character count limit)*

As noted in Part A, Section 1 under Needs Assessment, the Waialua Community is a rural, isolated community with a lack of resources to support STEM education to students and their families. The school itself does not offer any STEM programs of study or community engagement opportunities, other than what is offered by the Waialua Robotics Program. Our proposal would enable residents of all ages to actively participate in this Age-Friendly STEM Project. Everyone of all ages would be encouraged to participate as mentors and volunteers during our learning opportunities and outreach events. We have many kupuna that actively works as part of the 23 current volunteer mentors and would like to expand those opportunities.
Students from grades 7-12 are encouraged to participate with an interest in STEM, and we offer quarterly parent engagement nights (Ho'ike Nights) for families of participants to take part in their child's learning.

Proposal 36

APPENDIX A: TIER II GRANT PROPOSAL (Grants $25,000 to $150,000)
SOLICITATION NO. RGP-DCS-GIA2026

Instructions: The proposal below must be completed in full. Responses must be provided in the fillable boxes provided. Where annotated, the fillable boxes have predetermined maximum limits on character counts. Letters, numbers, punctuation marks, and spaces are included in the character count limits.

SECTION I
SUMMARY

A. Grantee Legal Name:	Girl Scouts of Hawaii
B. Is Grantee a Fiscal Sponsor?	☐ Yes ☒ No
C. Grant Activity Name:	Girl Scout Leadership Experience (GSLE) and After School Leadership (ASLP) Membership Outreach and Expansion Initiative

D. Briefly describe the Grantee's background, history (including year established), and mission. *(400 character count limit)*

Girl Scouts of Hawaii's (GSH) mission is to build girls of courage, confidence, and character, who make the world a better place. Established in 1917, Girl Scouts of Hawaii delivers transformative programming to meet the developmental needs of nearly 2,100 girls ages 5-18 statewide, including economically disadvantaged girls through targeted outreach in under-resourced communities.

E. Briefly describe the Grant Activity and public need being filled. *(400 character count limit)*

GSH will increase membership through a re-design process and paid facilitator model. GSLE and ASLP outreach programs provide critical age specific programming that increases academic engagement in STEM, leadership skills, and socio-emotional well-being. Increased membership will increase access to free, out of school activities for youth, including at-risk girls in Oahu's most disadvantaged communities.

F. Briefly summarize Grant Activity outcomes and measures of success, including number and description of those served. *(400 character count limit)*

GSH will increase membership to serve 1,700 girls, including 255 girls in 12 Title 1 Schools or partner sites. ASLP will have the opportunity to participate in 4 leadership or STEM events and one community service project. At least 70% of girls will demonstrate increased understanding of STEM concepts and healthy behaviors through program surveys and badges earned representing knowledge gained.

G. Council District
Check all districts that will benefit from the Grant Activity. Provide the amount requested per district. Amounts must be in whole numbers only.

☒ District 1 $15,450	☒ District 2 $25,140	☒ District 3 $25,140
☒ District 4 $8,290	☒ District 5 $11,797	☒ District 6 $26,123
☒ District 7 $25,421	☒ District 8 $8,567	☒ District 9 $4,072

Total Amount Requested (must be $25,000 to $150,000)	$150,000

H. Type of Grant Activity (pick ONE category that best reflects the Grant Activity):		
1. Public Services: Projects in this category will support qualified public services and programs for the target populations deemed by the CITY to be most vulnerable.		
☐ A. Public Service – Seniors	☒ B. Public Service - Children	☐ C. Public Service - Disabilities
☐ D. Public Service – Homeless	☐ E. Public Service – Domestic Violence	☐ F. Public Service – Substance Abuse
☐ G. Public Service – Mental Health	☐ H. Public Service – Other (describe):	
2. Arts, Culture, Community/Economic Development, and the Environment: Projects in this category will support the sustainable improvement in the well-being and quality of life of local communities, especially low- to moderate income areas.		
☐ A. Arts	☐ B. Culture	☐ C. Community Development
☐ D. Economic Development	☐ E. Environment	

GRANTEE'S CERTIFICATION AND SIGNATURE

The undersigned, subject to personal liability and penalty under applicable law, certifies that he or she: (i) is authorized to sign this Grant Proposal; (ii) personally prepared or reviewed the matters found in this Grant Proposal (including any related documents/attachments); (iii) asserts all statements made in this Grant Proposal (including all attachments) are true, accurate and complete; (iv) has the requisite skills and knowledge to assert the foregoing certification; and (v) has complied and shall continue to comply with all applicable requirements of Chapter 6, Article 29 of the Revised Ordinances of Honolulu 2021, as amended (Link), regarding private organizations receiving grants of public funds from the City and County of Honolulu.

Signature of Grantee (Fiscal Sponsor) Officer

Printed Name and Title: Dr. Kanoe Nāone, Chief Executive Officer

11/21/24
Date

CERTIFICATE OF THE BOARD OF DIRECTORS NO OBLIGATIONS IN ARREARS

The undersigned of the Board ("Grantee") hereby certifies that the Grantee or any principal of the Grantee or sponsored organization (where the Grantee is a Fiscal Sponsor) is not in arrears on any financial or other obligation owed to the City & County of Honolulu, a municipal corporation of the State of Hawaii.

(Signature)

Jen Lau
(Print name)

CERTIFICATE OF THE BOARD OF DIRECTORS AUTHORIZATION TO ASSIGN AUTHORITY

The undersigned of the Board ("Grantee") hereby certifies that Dr. Kanoe Nāone (name), Chief Executive Officer (title), has been authorized by the Board of Directors to sign proposals, contracts, and related documents on behalf of the Grantee. Accordingly, I hereby assign the authority by the Board to execute proposals, contracts, and contract amendments on behalf of the Grantee, and further certify that the assigned is given the power and authority to do all things necessary to implement, maintain, amend, or renew such contracts, including but not limited to the delegation of signing authority to another employee of the Grantee.

(Signature)

Jen Lau
(Print name)

STATE OF HAWAII)
CITY AND COUNTY OF HONOLULU)

On this 21st day of November, 2024, before me appeared Jen Lau, personally known to me, who, being by me duly sworn, did say that he/she is the Vice Chair of Girl Scouts of Hawaii and that the corporation has no corporate seal, and that said instrument was signed in behalf of said corporation by authority of its Board of Directors, and said she acknowledged said instrument to be the free act and deed of said corporation.

BRENDA COCHRAN NOTARY PUBLIC No. 13-223 STATE OF HAWAII

Brenda Cochran
Notary Public, State of Hawaii

My Commission expires: July 14, 2025

Doc. Date: 11/21/2024 # Pages 3
Name: Brenda Cochran 1st Circuit
Doc. Description: Tier II Grant Proposal RGP-DSC-GIA2026 pages + attachments

Brenda Cochran
Signature Date

NOTARY CERTIFICATION

SECTION II
GRANT ACTIVITY INFORMATION

A. Describe how the community need, stated problem/issue, and target population are effectively validated. The description must include how the public services' target population is vulnerable or how the arts, culture, community/economic development, or environmental activities will especially support low- to moderate-income areas.

1. Provide substantive data and other qualifying information to demonstrate how the problem/issue impacts the target population and is a community priority that needs to be addressed. *(5,000 character count limit)*

Girl Scouts of Hawaii's (GSH) mission is to build girls of courage, confidence, and character, who make the world a better place. All Girl Scouts of Hawai`i programs are based on the Girl Scout Leadership Experience (GSLE) and focus on four content areas: Life Skills, STEM, Entrepreneurship, and the Outdoors. Our preventative programming meets the developmental needs of girls across Hawaii and teaches them to advocate for themselves and others, with an additional emphasis on promoting their engagement in leadership and STEM – two areas where women are vastly underrepresented.

GSH serves girls ages 5-18 who are from all backgrounds, organized in over 200 troops statewide in large and small communities on the four major islands, plus a small number of girls from Niihau, with plans to re-establish a presence on Molokai this membership year. GSH relies on our network of more than 1,700 adult volunteers.

On Oahu, GSLE is offered island-wide through our dedicated After School Leadership Program (ASLP) sites delivered at Heeia, Kuhio, Lincoln, Lunalilo, Maili, Fern, Kaimiloa, Pohakea, Kahuku, Alvah Scott, and Waianae and Nanakuli partner locations.

Two thirds of our members come from low-income households under current HUD guidelines. Girls with low socioeconomic status (SES) are more likely to have lower academic and poorer social and behavioral outcomes. GSH offers ASLP to meet the need in Title I schools and under-resourced areas for leadership programs with girls from low-income households. The program utilizes Girl Scouts of the USA's (GSUSA) curriculum guidelines with localized content that provides hands-on, experiential out-of-classroom learning opportunities that complement national and state science standards to girls in under-resourced communities. We remove barriers to participation by offering the programs at a low cost and delivering them in their classrooms or within easy walking distance of school.

Young girls – and especially those already underserved – need as many tools as possible to overcome unique academic and socio-emotional challenges, risk factors, and societal barriers that limit women's potential to lead and succeed and, ultimately, perpetuate wage gaps and the cycle of poverty for women in Hawaii.

A 2017 study by the Myron B. Thompson School of Social Work at the University of Hawaii at Manoa showed that women in Hawaii are 57% more likely than their male counterparts to live in poverty. Disparities were attributed to early inequalities in girls' lives. According to the US Bureau of Labor and Statistics, Hawaii women's-to-men's earnings ratio fell to 79.8% in 2020 (compared to the US average of 82.3%). Women's median weekly earnings in Hawaii were between $750 and $849, amounting to an annual salary of about $44,000. Meanwhile, the bare minimum ALICE household survival budget for a family of four in Hawaii was $90,828 in 2018. The National Women's Law Center reports that 27.7% of female-headed households in Hawaii live in poverty.

Hawaii's lucrative leadership, managerial, and STEM positions are largely filled by men: women currently hold only 31.6% of leadership roles in Hawaii's legislatures (Civil Beat, January 20, 2021), own 38% of businesses, and fill 40% of managerial and professional occupations (The Status of Women in Hawaii Report, 2017). Women make up only 30% of Hawaii's STEM professionals. These are coveted jobs in Hawaii's high-priced economy: computer and mathematical occupations pay nearly double the median hourly wage for all jobs.

Girls are eager learners, but by the time they reach high school, only 13% consider STEM as their first career choice. Moreover, girls must overcome unique socio-emotional barriers to success and well being. Nationally, the country is in the middle of a youth mental health crisis and girls are its epicenter. Half of all mental health conditions begin by age 14, but most go undetected and untreated (Girl Scout Research Institute, 2020). In Hawaii, high school females are more likely than their male peers to: seriously consider suicide (20% vs. 13%), experience sexual violence (14% vs. 7%), and be electronically bullied (16% vs. 10%) (Centers for Disease Control and Prevention Youth Risk Behavior Surveillance (2019).

Out-of-school time activities are proven to address these and other challenges, yet, girls, especially those in the communities served by ASLP face cost or logistics barriers to enrollment. ASLP eliminates these barriers for Oahu's underserved girls.

B. Describe the proposed plan

1. Provide a description of the Grant Activity. This description will be used as the scope of services in the contract. Describe why you chose this Grant Activity and how it will effectively address the community's problem / need. *(3,000 character count limit)*

Girl Scouts of Hawaii will deliver age-specific programming through After School Leadership Programs to 255 girls from Title 1 Schools. ASLP will have the opportunity to experience 4 leadership opportunities focused on STEM, Entrepreneurship & Financial Literacy, Life Skills, and Outdoor Skills, and one community service event per ASLP site and bi-monthly meetings for 28 weeks.

ASLP ensures equitable access to high quality after school programming to girls at no cost in communities where it is needed most. While most GSLE troops are led by our network of volunteers, GSH provides trained paid adult staff for ASLP troops to ensure access for girls whose families may not have the capacity to volunteer their time because of work or childcare or kupuna care commitments.

To address the urgent need for after school leadership opportunities on Oahu for all girls, our focus is to dramatically increase membership through a re-design process through utilizing a full-time paid facilitator model with the goal of increasing Oahu membership by an estimated 15% in 2026 to 1,700 girls, including 255 from Title 1 Schools. Ultimately, our goal is to have a presence in every State of Hawaii elementary school by 2030.

Our prior traditional paid facilitator model included only part-time staff to oversee ASLP troops. Due to the nature of these part-time roles and limited employee hours offered each week/month for troop management and oversight, we experience considerable turnover each membership year. As a result, GSH absorbs significant time and costs to recruit, hire, and re-train new team members each year. Our strategy is to expand the team to 3 part-time ASLP Advisors, 2 full-time ASLP Advisors and 1 Sponsored Programs Outreach Specialist to

manage multiple troops on alternate days/weeks. Additional work hours beyond the ASLP time commitment will focus on expanding our overall membership presence with additional troops/members in communities across the island.

Our membership team is actively developing strategies to increase recruitment efforts and working with Department of Education leadership to increase visibility and partnerships with our local schools, Parent-Teacher Associations, and at community events. With two full-time ASLP Advisors and a Sponsored Programs Outreach Specialist in place, we will be equipped with dedicated staff capable and committed to high quality educational program implementation and membership expansion.

2. Provide measurable outcomes, describe how outcomes are aligned with the purposes and priorities of the Grants in Aid Fund, and describe how outcomes directly benefit the target population. *(3,000 character count limit)*

Public Services should begin with a statement of the number of individuals that the Grant Activity will directly benefit during the Grant Term.

Arts, Culture, Community/Economic Development or Environment should begin with a statement as to how the Grant Activity supports the sustainable improvement in the well-being and quality of life of local communities, especially low to moderate income areas.

Our program aligns with the City & County Grant in Aid priority to benefit children, particularly those from low to moderate income areas. Our program eliminates barriers for Oahu's under-resourced communities and creates access to opportunity. After school programs are effective in helping girls to overcome social and economic challenges and contribute to the overall health and well-being of the girl and her community at large.

As a result of our new full-time paid facilitator model dedicated to ASLP troop administration and membership expansion and outreach, our enrollment will increase by 15% to directly benefit 1,700 girls, of which 255 will be from 12 Title 1 schools and/or partner sites in under-resourced communities. Our ASLP programs will be delivered at schools where it's needed most, in grades K-8 within economically disadvantaged communities in Hawaii. Evidence-informed, age-specific curriculum aligned with local and national education standards will be utilized to engage girls in fun, challenging, hands-on learning experiences.

During the 2026 membership year (October 1 2025 -September 30, 2026), GSH will provide the opportunity to participate in 4 leadership or STEM events and 1 community service project for our After School Leadership Program sites free of charge.

ASLP Girl Scout troops will gather weekly for 1.5 hours during the school year over 28 weeks from October 2025 through May 2026. ASLP will be facilitated by 3 full-time paid, professional staff and 3 part-time Advisors, who actively engage with the girls and provide consistent access to a supportive adult role model which has been shown to especially benefit girls of low socioeconomic status, who often lack adults in their lives to help them pursue their goals.

All girls participate in the Girl Scouts Leadership Experience (GSLE) engages girls in Leadership Journeys comprised of hands-on experiences that align with Common Core Standards. Programs are built on four program pillars: STEM, Outdoor Experiences, Life Skills, and Entrepreneurship.

ASLP girls on Oahu will have the opportunity to participate in 4 leadership or STEM events and one community service project free of charge.

The success of GSH's STEM and Leadership Curriculum is measured using a survey developed by an independent consultant. GSH survey evaluates program impact through the following indicators as demonstrated by Girl Scouts: a strong sense of self, positive values, healthy relationships, effective communication, challenge-seeking behavior, problems solving skills, understanding of STEM concepts, and commitment to environmental stewardship.

At least 70% of girls will demonstrate increased understanding of STEM concepts and healthy behaviors through program surveys and badges earned representing knowledge gained.

- 70% will exhibit increased healthy relationship behaviors
- 70% will demonstrate effective problem-solving and communication skills
- 70% will be able to describe ways their leadership actions contributed to making their homes, schools, environment, and /or community a better place as a result of the program
- 70% will demonstrate increased knowledge of STEM concepts

3. Provide an action plan to achieve the stated measurable outcomes. If the Grant Activity involves a partnership, provide a description of each partner's role. Must include measurable milestones, specific events, or other performance measures appropriate to achieving the outcomes. *(3,000 character count limit)*

GSH will deliver:

- Weekly troop meetings for 1.5 hours during the school year over 28 weeks from October 2025 through May 2026.
- 4 leadership or STEM events including STEM Fest (November 2025), Cookie University (January 2026), STEM Camp (June 2026), and Journey Camp (August 2026)
- 12 community service project (1 per ASLP site, May/June 2026)
- Membership expansion to include 1,700 members, of which 255 will be from 12 Title 1 schools through recruitment efforts

• Science, technology, engineering, and math (STEM): GSH delivers high-quality, age-appropriate activities spanning engineering, computer science, environmental stewardship, citizen science, robotics, space science, cybersecurity, etc. that were developed in collaboration with expert national partners; NASA, Raytheon, and the SETI Institute. GSH also offers a variety of special, STEM-focused events throughout the year. STEM Fests including STEM Fest, November 2025, and outdoor STEM camps offer exposure to a wide range of STEM careers through hands-on activities facilitated by local STEM professionals. ASLP Girl Scouts will have access to at least two additional STEM events and campouts through the program year, including June 2026. Applied learning through practical STEM-related activities facilitated by community-based STEM professionals increases girls' aspirations for studying STEM in higher education and/or entering STEM careers.

• Entrepreneurship: The Girl Scout Financial Literacy and Entrepreneurial Program, including, Cookie University in January 2026, encourages Girl Scouts to explore ways in which they can change the world by participating in lessons that teach them five key skills: goal-setting, decision-making, money management, people skills, and business ethics.

• Life Skills: Girl Scouts enhance their academic skills by exploring civic engagement, healthy living, communication skills and global citizenship. Each year, Girl Scouts participate

in an annual World Thinking Day, a tradition dating back to 1926 when girls join together and take part in activities that promote changing the world for the better. Girl Scouts will earn their Bronze and Silver Awards through community service projects. Gold Award, the pinnacle honor of Girl Scouting, will be awarded to older girls that design and execute a sustainable project that fulfills a community need. A community service project will be completed in May/June 2026.

- Outdoor Experiences: Girl Scouts experience nature, build confidence by taking risks and learning outdoor skills, and take action in their communities as environmental stewards. Girl Scouts learn about the importance of protecting watersheds, study entomology, geology, astronomy, and more. Regular outdoor exposure is a key aspect of leadership development in girls, turning them into problem-solvers and challenge- seekers. Girls also have an opportunity to attend GSH camps at Camp Paumalu on O'ahu in August 2026.

4. Provide a budget narrative that explains how the budget in Section III will achieve the desired outcomes. *(3,000 character count limit)*

The total cost for programming necessary for program delivery for the Oahu After School Leadership Program and Membership Outreach Initiative is $421,591, of which Girl Scouts of Hawai`i is requesting $150,000 in City funds. We feel confident in our track record and demonstrated ability to secure funding based on our past performance. Pending revenue includes $271,591 through grant applications for STEM & Leadership programs, from unrestricted donations from individuals, and our annual GSH event.

With support from the City and County of Honolulu for the following expenses, GSH will achieve the proposed deliverables within budget and schedule, as detailed in Section IV. Direct Salaries and Fringe Benefits: The two full-time ASLP Advisor positions and partial coverage one full-time Sponsored Programs Outreach Specialist which are all directly responsible for program and delivery of the After School Leadership Programs on Oahu. A total of $97,447 is requested for direct services wages and salaries. In addition, $7,455 in fringe benefits is requested which covers payroll taxes and healthcare costs.

Other costs of $45,098 for program activity supplies requested from the City. No indirect costs are requested.

5. Provide a timeline that is complete, realistic and appropriate to achieve the desired outcomes. This timeline should also be reflected in Section IV. *(3,000 character count limit)*

October 2025 – membership year begins with an initial enrollment goal of 1,100 girls (we anticipate incremental growth in the number of participants, building gradually during the fall semester), delivery of weekly after school programming begins at ASLP sites.

November 2025 – total membership enrollment increases to 1,200 girls; the first of four island-wide leadership or STEM events/campouts is held

December 2025 – total enrollment increases to 1,300 girls; launch Girl Scout Cookie entrepreneurship and financial literacy curriculum

January 2026 – total enrollment increases to 1,500; the second of the four island-wide leadership or STEM events/campouts is held

February 2026 – total enrollment increases to the full quota 1,700 and of which 255 will be from Title 1 or under resourced communities; the Girl Scout Cookie entrepreneurship and financial literacy curriculum concludes

May 2026 – the third of four island-wide leadership or STEM events/campouts is held; surveys are administered to girls to assess learning outcomes

June 2026 – 12 troop community service projects are successfully completed; delivery of weekly after school programming ends; post-program surveys are administered

July 2026 – analysis of survey data and program evaluation is conducted

August 2026 – the last of the four island-wide leadership or STEM events/campouts is held.

C. Provide evidence of the agency's ability to perform the proposed grant activity through past performance, current capacity and/or plan to acquire the capacity to perform.

1. Provide data that demonstrates proven success in offering the same, similar, or related activities to achieve the proposed outcomes. *(3,000 character count limit)*

With over 107 years of experience, Girl Scouts of Hawaii has consistently provided transformative leadership experiences and learning opportunities that build leadership, life skills, provide meaningful exposure to STEM, and strengthen socio-emotional well-being. Girl Scout's commitment to encouraging and nurturing girls in leadership opportunities is evidenced through results in which Girl Scouts of Hawaii has a demonstrated reputation of being on budget and delivering high quality programs in our community.

Our annual surveys conducted by and independent educational consultant, consistently demonstrate the strength in our leadership programming, with over 70% of participating Girl Scouts: 1) Exhibiting increased healthy relationship behaviors, 2) demonstrating increased knowledge of STEM concepts, 3) demonstrating effective or strengthened problem-solving and communication skills, 4) able to describe ways their leadership actions contribute to making their homes, schools, environment, and/or Hawaii a better place, and 5) demonstrating strong sense of self.

2. Describe the applicant's capacity to successfully achieve the proposed outcomes.
OR
Provide a plan to acquire the capacity to successfully achieve the proposed outcomes (including how the applicant has acquired similar capacity in the past).

Responses should include organizational knowledge, staffing, fiscal resources, facilities and other resources, stakeholders and relationships, and other relevant resources. *(3,000 character count limit)*

Organizational knowledge: One of GSH's strengths is its organizational knowledge and affiliation with Girl Scouts of the USA, a strong, nationwide organization. We utilize curricula and practices informed by evidence gathered by the national Girl Scout Research Institute, aligned with the national educational Common Core Standards and supported by national partnerships with experts. With over 107 years of experience, in Hawaii, Girl Scouts of Hawai'i is uniquely positioned at the forefront of developing Hawai'i's next generation of female leadership.

Staffing: Girl Scouts of Hawai'i is staffed by 20 full-time and 14 part-time staff, divided into executive leadership, business/finance office, membership and program services, fund development, and retail and product services functions. Two full-time ASLP Advisors and one Sponsored Programs Outreach Specialist will implement our Oahu ASLP programming and membership expansion initiative alongside three part-time ASLP Advisors.

Leadership: Dr. Kanoe Naone, Chief Executive Officer, brings over 20 years of experience leading nonprofit and educational organizations. She served as CEO for the Boys & Girls Club of Great Conejo Valley in Southern California and as CEO of the Institute for Native Pacific Education and Culture (INPEACE), where she provided vision and oversight for the statewide organization's mission to improve the quality of life for Native Hawaiians through community partnerships that provide educational opportunities and promote self-sufficiency. Naone holds a Doctor of Philosophy from the University of Hawaii at Manoa in Indigenous Politics. She has an extensive background in policy work locally and nationally and has conducted presentations on early education, culture-based learning, workforce and economic development and organizational leadership.

Charelle Silva, Director of Programs, oversees all statewide programming for Girl Scouts of Hawaii GSLE & ASLP programs. Silva received both Silver and Gold Awards as a Girl Scout, participated as a teen mentor at various camps, served as a troop leader and cookie manager, all before joining as council staff in 2016.

Fiscal resources: ASLP is supported primarily by grants. We have leveraged the City & County of Honolulu Grant in Aid awards to secure funding from other private foundations and corporations – many of which have become recurring donors.

Facilities & Partnerships include: The GSH STEM Center for Excellence at Camp Paumalu, a property owned and operated by Girls Scouts of Hawaii since 1951. Each troop has community-based networks of partners with whom it collaborates on community service projects and field trips. The Pacific Aviation Museum and Chaminade University regularly assist us with providing STEM learning experiences and hundreds of STEM partners and organizations host girls at their workplace, present at the annual STEM Fest, or STEM Camps, Cookie University, and numerous activities. We rely on 1,700 volunteers statewide to implement our programming.

D. Describe the applicant's sustainability and/or additional long-term benefit to the community

1. Provide a plan for sustaining and / or expanding activities beyond the applicable grant period. *(2,000 character count limit)*

Girl Scouts of Hawai'i is committed to ensuring that as many girls in Honolulu County as possible have access to high-quality after school programming – regardless of their family's ability to pay. We will continue to seek private foundation, corporate, and other education-focused grants to sustain ASLP and when the necessary resources are available, continue expanding the numbers of girls, troops, and communities served.

ASLP is a highly cost-effective. The staffing levels and expenses are modest compared to the impact achieved and the number of girls served. Girl Scouts of Hawai'i relies on a vast network of volunteers who assist with program delivery and special events, serve as guest speakers and project mentors, and help to maintain our camping facilities.

Investment in ASLP creates long-term benefits for girls and the community. Girl Scout alumnae display positive life outcomes to a greater degree than their peers including: higher levels of sense of self, education, socioeconomic status, community service, civic engagement, and environmental stewardship. Over half (54%) directly attribute their success in life to their time spent in Girl Scouts. Numerous leaders of today are Girl Scout alumnae, including 80% of female tech leaders 73% of female senators, 100% of female Secretaries of State, four of the six female governors, and 52% of female business leaders.

2. Describe the applicant's capacity and resources to carry out the above plan (staffing, funding, etc.) beyond the grant period. *(2,000 character count limit)*

Girl Scouts of Hawai' i is staffed by 20 full-time employees and14 part-time positions. Girl Scouts of Hawai'i relies on a statewide network of more than 1,700 adult volunteers who serve as troop leaders, guest speakers, special event and camp maintenance volunteers, and project mentors for girls. Our governance consists of 20 experienced, dedicated, and thoughtful leaders. GSH is proud to have strong leadership board who understand the Girl Scout mission and are committed to nurturing diversity, equity, inclusion, belonging and antiracism in all activities. The leadership team consists of subject matter experts in the fields on youth development, non-profit administration, youth programs and outdoor experiences, business administration, program evaluation, community organizing and more.

Girl Scouts of Hawai' i is evaluated against national Girl Scout council averages on program and fiscal criteria, including girl engagement, member trends and retention, market share, program sustainability, cash reserves, product sales, and income diversity.

Girl Scouts of Hawai'i has completed successful related projects and/or contracts for the most recent three years that are pertinent to the funding request including prior City & County of Honolulu GIA (STEM Program), County of Maui (After School Leadership Program), and corporate and foundation related grants.

E. No CITY funds or assistance. The highest consideration will be given to applicants that do not receive other funding or any form of assistance from the CITY. While applicants that receive other funding or assistance from the CITY may apply for Grants in Aid funding, the extent of funding or assistance already received in relation to services provided must be considered prior to awarding Grants in Aid funds. A percentage of the sub-total criteria points will be awarded to Grantees based on the criteria below and the information about past funding / assistance from the CITY that follows.	
The applicant has received no award from the CITY within the last 3 years.	**10%**
The applicant has received 1-2 awards from the CITY within the last 3 years.	**7%**
The applicant has received 3-5 awards from the CITY within the last 3 years.	**5%**
The applicant has received between 6-9 awards from the CITY within the last 3 years.	**3%**
The applicant has received 10 or more awards from the CITY within the last 3 years.	**0%**

GRANTEE RECEIPT OF CITY GRANTS

Identify all CITY grants received by Grantee (or Fiscal Sponsor) in the last three (3) years. Information will be verified by the CITY.

1. Grant Activity Name & Contract #: STEM Center for Excellence at Camp Paumalu (24000022)
   Grant Period: 10/01/2023-09/30-2024 Grant Amount: $200,000
   Grant Purpose: STEM Programs & Cybersecurity for Kupuna
   Grant Activity Status: ☒ Underway ☐ Completed ☐ Canceled
   Administrating Division: Department of Community Services

2. Grant Activity Name & Contract #: After School Leadership Program (2200020)
   Grant Period: 10/1/2021-09/30/2022 Grant Amount: $150,000
   Grant Purpose: After School Leadership Program
   Grant Activity Status: ☐ Underway ☒ Completed ☐ Canceled
   Administrating Division: Department of Community Services

3. Grant Activity Name & Contract #: _____
   Grant Period: _____ Grant Amount: _____
   Grant Purpose: _____
   Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
   Administrating Division: _____

4. Grant Activity Name & Contract #: _____
   Grant Period: _____ Grant Amount: _____
   Grant Purpose: _____

E. Age Friendly Honolulu (Complete only if applying for the bonus points)
Consideration is to be given to applicants that incorporate the vision and goals of the Age-Friendly Honolulu Program (as codified in ROH Chapter 2, Article 22), including but not limited to (1) enabling residents of all ages to actively participate in activities that keep them socially engaged, healthy, and active; and (2) removing barriers to inclusion for and providing support services to vulnerable residents and/or have physical limitations.

If awarded bonus points for being an Age-Friendly Honolulu project, the Grantee will be subject to additional reporting requirements, including but not limited to name, age, and physical location of seniors being served by the project.

To be eligible for the bonus points as an Age-Friendly Honolulu project an organization must demonstrate the proposal aligns with Age-Friendly Honolulu's priorities by completing the following TWO steps:

1) Go the following website https://www.hiphi.org/age-friendly-honolulu/ to access an Age-Friendly Honolulu training video. The video should be watched by at least one (1) person from the non-profit organization in a leadership position (Executive Director, Administrator, or equivalent). This video will define an "age-friendly city" and explain what types of projects align with the Age-Friendly Honolulu Vision.

2) Complete the section below by selecting which Age-Friendly Honolulu category best fits the activities of your organization and providing a brief description of how your proposal is an Age-Friendly Honolulu project.

☐ Enabling Residents of all ages to actively participate in activities that keep them socially engaged, healthy, and active, particularly at the oldest ages

☐ Providing Kupuna with meaningful roles in the community, including mentors, volunteers, or through intergenerational programming

☐ Removing barriers to support community inclusion and accessibility for persons of all abilities.

3) How is your proposal an Age-Friendly Honolulu Project and explain how your organization can meet the additional reporting requirements if awarded? *(2,000 character count limit)*

Proposal 37

APPENDIX A: TIER II GRANT PROPOSAL (Grants $25,000 to $150,000)
SOLICITATION NO. RGP-DCS-GIA2026

Instructions: The proposal below must be completed in full. Responses must be provided in the fillable boxes provided. Where annotated, the fillable boxes have predetermined maximum limits on character counts. Letters, numbers, punctuation marks, and spaces are included in the character count limits.

SECTION I
SUMMARY

A. Grantee Legal Name:	Goodwill Industries of Hawaii, Inc.
B. Is Grantee a Fiscal Sponsor?	☐ Yes ☒ No
C. Grant Activity Name:	Pods of Purpose

D. Briefly describe the Grantee's background, history (including year established), and mission. *(400 character count limit)*

Founded in 1959, Goodwill Hawaii's mission is to help individuals with barriers to employment achieve their full potential and become self-sufficient. Serving over 7,000 people annually, we provide job training, counseling, placement, education, and life skills programs. All funds raised in Hawaii stay in Hawaii, directly supporting local communities and empowering residents to thrive.

E. Briefly describe the Grant Activity and public need being filled. *(400 character count limit)*

This grant will fund the installation of three PV-powered donation pods in underserved areas of Oahu, improving access to recycling and reuse for low to moderate income communities. These pods will divert reusable goods from landfills, generate revenue to support Goodwill Hawaii's workforce training programs, and provide affordable goods, fulfilling critical environmental and community needs.

F. Briefly summarize Grant Activity outcomes and measures of success, including number and description of those served. *(400 character count limit)*

The goal is to collect 66,000 pounds of donations in the first year through 3 new donation pods. These donations will generate retail revenue to support Goodwill Hawaii's workforce training programs for over 7,000 people. Success will be tracked by the amount donated, waste kept out of landfills, and revenue earned, all benefiting underserved communities.

G. Council District
Check all districts that will benefit from the Grant Activity. Provide the amount requested per district. Amounts must be in whole numbers only.

☒ District 1 $50,000	☒ District 2 $100,000	☐ District 3 $
☐ District 4 $	☐ District 5 $	☐ District 6 $
☐ District 7 $	☐ District 8 $	☐ District 9 $
Total Amount Requested	$150,000	

H. Type of Grant Activity (pick ONE category that best reflects the Grant Activity):		
1. Public Services: Projects in this category will support qualified public services and programs for the target populations deemed by the CITY to be most vulnerable.		
☐ A. Public Service – Seniors	☐ B. Public Service - Children	☐ C. Public Service - Disabilities
☐ D. Public Service – Homeless	☐ E. Public Service – Domestic Violence	☐ F. Public Service – Substance Abuse
☐ G. Public Service – Mental Health	☐ H. Public Service – Other (describe):	
2. Arts, Culture, Community/Economic Development, and the Environment: Projects in this category will support the sustainable improvement in the well-being and quality of life of local communities, especially low- to moderate income areas.		
☐ A. Arts	☐ B. Culture	☐ C. Community Development
☐ D. Economic Development	☒ E. Environment	

GRANTEE'S CERTIFICATION AND SIGNATURE

The undersigned, subject to personal liability and penalty under applicable law, certifies that he or she: (i) is authorized to sign this Grant Proposal; (ii) personally prepared or reviewed the matters found in this Grant Proposal (including any related documents/attachments); (iii) asserts all statements made in this Grant Proposal (including all attachments) are true, accurate and complete; (iv) has the requisite skills and knowledge to assert the foregoing certification; and (v) has complied and shall continue to comply with all applicable requirements of Chapter 6, Article 29 of the Revised Ordinances of Honolulu 2021, as amended (Link), regarding private organizations receiving grants of public funds from the City and County of Honolulu.

Katy Chen
Signature of Grantee (Fiscal Sponsor) Officer

20 Nov. 2024
Date

Printed Name and Title: Katy Chen, President/CEO

CERTIFICATE OF THE BOARD OF DIRECTORS NO OBLIGATIONS IN ARREARS

The undersigned of the Board ("Grantee") hereby certifies that the Grantee or any principal of the Grantee or sponsored organization (where the Grantee is a Fiscal Sponsor) is not in arrears on any financial or other obligation owed to the City & County of Honolulu, a municipal corporation of the State of Hawaii.

(Signature)

Mike Onofrietti
(Print name)

CERTIFICATE OF THE BOARD OF DIRECTORS AUTHORIZATION TO ASSIGN AUTHORITY

The undersigned of the Board ("Grantee") hereby certifies that Katy Chen (name), President/CEO (title), has been authorized by the Board of Directors to sign proposals, contracts, and related documents on behalf of the Grantee. Accordingly, I hereby assign the authority by the Board to execute proposals, contracts, and contract amendments on behalf of the Grantee, and further certify that the assigned is given the power and authority to do all things necessary to implement, maintain, amend, or renew such contracts, including but not limited to the delegation of signing authority to another employee of the Grantee.

(Signature)

Mike Onofrietti
(Print name)

STATE OF HAWAII)
CITY AND COUNTY OF HONOLULU)

On this 14th day of November, 2024, before me appeared Mike Onofrietti, personally known to me, who, being by me duly sworn, did say that he/she is the Board Chair of Goodwill Industries of Hawaii, Inc. and that the corporation has no corporate seal, and that said instrument was signed in behalf of said corporation by authority of its Board of Directors, and said he acknowledged said instrument to be the free act and deed of said corporation.

MERLE HAYASHI NOTARY 08-390 PUBLIC STATE OF HAWAII

Notary Public, State of Hawaii

My Commission expires: 9/7/28

Doc. Date: 11/14/24 # Pages 1
Name: Merle Hayashi 1st Circuit
Doc. Description: Certificate of the Board of Directors

Signature 11/14/24
Date

NOTARY CERTIFICATION

MERLE HAYASHI NOTARY 08-390 PUBLIC STATE OF HAWAII

SECTION II
GRANT ACTIVITY INFORMATION

A. Describe how the community need, stated problem/issue, and target population are effectively validated. The description must include how the public services' target population is vulnerable or how the arts, culture, community/economic development, or environmental activities will especially support low- to moderate-income areas.

1. Provide substantive data and other qualifying information to demonstrate how the problem/issue impacts the target population and is a community priority that needs to be addressed. *(5,000 character count limit)*

Hawaii, one of the most remote places on Earth, is a leader in sustainability, aiming for 100% renewable energy, clean transportation, and carbon neutrality by 2045. However, its isolation presents significant challenges, particularly in waste management.

The Waimanalo Gulch Landfill, the island's only municipal solid waste site, has carried the burden of waste management for decades and is set to close by 2028. While the City prioritizes waste reduction over establishing new landfill locations, the lack of infrastructure for reuse and recycling in underserved areas remains a critical challenge.

Goodwill Hawaii's proposed project to install PV-powered, remote-monitoring donation pods in underserved areas directly addresses these issues. By providing accessible and sustainable donation options, the project promotes reuse and recycling while supporting the state's environmental and community priorities.

The North Shore and other rural areas of Oahu remain underserved due to the lack of permanent sites for recycling, reuse, and repurposing of goods. Currently, Goodwill Hawaii reaches these areas through a few school drives in partnership with the Kokua Foundation's 3Rs School Program, which allows us to collect donations at specific schools on designated days each year.

At every event, residents express frustration and disappointment, often asking if there are permanent recycling sites nearby. Many share that traveling to urban areas for donation opportunities is difficult, especially for low and middle income families without reliable transportation. Unfortunately, the logistical challenges and high costs of maintaining staffed donation locations and arranging for frequent pickups have deterred similar organizations from prioritizing these rural areas.

The lack of a donated goods infrastructure in Districts One and Two leads to missed opportunities to collect reusable goods, further straining Oahu's landfill. Compounding this issue, 2022 data from the Hawaii Department of Transportation shows that nearly 10% of households on Oahu lack access to a personal vehicle, making it even harder for residents in these rural underserved areas to recycle, reuse and repurpose. This highlights the urgent need for permanent, sustainable solutions to improve accessibility and promote reuse.

We see this as a pivotal opportunity to create meaningful change. According to market research by Blessing Resources LLC in 2023, 57% of Goodwill Hawaii donors and 64% of its thrift shoppers have household incomes under $100,000. For decades, Goodwill Hawaii has fostered sustainable living among low and middle income families. Last year, the organization facilitated 406,360 donor transactions, with each donation pod averaging 800 donations monthly. Expanding donation pods into Districts One and Two—areas covering approximately

1/2 of Oahu's geography—will unlock even more ways to support both sustainability and community needs.

B. Describe the proposed plan

1. Provide a description of the Grant Activity. This description will be used as the scope of services in the contract. Describe why you chose this Grant Activity and how it will effectively address the community's problem / need. *(3,000 character count limit)*

Goodwill Hawaii proposes installing photovoltaic (PV)-powered, remote-monitoring donation pods in underserved areas of Oahu, specifically in Districts One and Two. The PV system, which uses solar power, will allow each pod to generate the energy it consumes, ensuring long-term sustainability. These pods will serve as permanent, accessible donation sites for residents in rural and remote areas, where existing donation opportunities are limited. This investment will extend far beyond the grant period, offering a solution that lasts.

To further minimize costs and environmental impact, the pods will be locally sourced and assembled when possible. Each pod will include digital-enabled monitoring technology that notify staff 24/7 when collection or maintenance is needed. This plan is designed to be both efficient and eco-friendly at every step.

This activity addresses the critical lack of donated goods infrastructure in underserved areas, where residents face significant barriers to promote sustainability through donating reusable goods. Currently, most donation/recycling drop-off sites of varying businesses are concentrated in Districts Five through Nine, leaving Districts One and Two with few options. Coastal areas and communities farther from the center have no convenient donation facilities, forcing residents to either travel long distances or discard reusable goods, contributing to Oahu's growing landfill burden.

Community feedback from existing school drives have consistently highlighted a high demand for permanent recycling sites. Residents frequently express frustration and disappointment over the absence of local drop-off options, emphasizing the need for a solution that addresses logistical and geographic challenges. Goodwill Hawaii's proposed pods directly respond to this community feedback, creating accessible and sustainable donation infrastructure.

This project is a practical, cost-effective solution to a longstanding problem in rural Oahu. By addressing community needs, promoting sustainability, and improving operational efficiency, these donation pods will become a lasting and impactful resource for underserved areas.

2. Provide measurable outcomes, describe how outcomes are aligned with the purposes and priorities of the Grants in Aid Fund, and describe how outcomes directly benefit the target population. *(3,000 character count limit)*

Public Services should begin with a statement of the number of individuals that the Grant Activity will directly benefit during the Grant Term.

Arts, Culture, Community/Economic Development or Environment should begin with a statement as to how the Grant Activity supports the sustainable improvement in the well-being and quality of life of local communities, especially low to moderate income areas.

As Mayor Rick Blangiardi emphasized, GIA-funded projects are a "critical lifeline" for the community, enriching lives and driving progress. The proposed donation pods will foster

environmental stewardship by diverting thousands of tons of reusable goods from landfills, promoting sustainable practices in alignment with Hawaii's goal of achieving carbon neutrality by 2045. Last year alone, Goodwill Hawaii kept 11 million pounds out of Hawaii's landfills. With your support, we can do even more.

Last year Goodwill Hawaii generated $19 million in retail revenue, with 90 cents of every dollar reinvested into local programs that empower residents to achieve independence and self-sufficiency. By increasing the volume of goods collected, the donation pods will directly contribute to this effort, providing more items to sell and generating additional funds to support Goodwill Hawaii's workforce training and placement programs. These programs benefit over 7,000 individuals annually, helping them build skills, find employment, and achieve greater economic mobility.

Within Districts One and Two alone, Goodwill Hawaii operates the Kapolei Charter School and the Intellectual Disabilities Services program, in addition to helping residents of all backgrounds find jobs. This initiative directly uplifts low to moderate income areas through both environmental and economic efforts, improving opportunities for those who need it most.

This project embodies the City's vision of investing in nonprofits to yield "significant returns in social capital." By making recycling opportunities accessible to rural and underserved communities in Districts One and Two, the pods address pressing logistical and geographic barriers, empowering residents to participate in sustainability efforts. These donations not only reduce waste but also fund critical services, creating a ripple effect that enhances the quality of life for all Oahu residents.

Therefore, we propose the following outcomes in the first year:

1. **To collect 66,000 pounds of donations** across the three new donation pods, providing accessible donation opportunities for underserved communities. This also leads to the diversion of thousands of tons of reusable goods from Oahu's municipal landfill each year, supporting the City and County of Honolulu's waste reduction and sustainability goals.

2. **To sell $115,000+ worth of donated goods** collected from the pods at affordable prices, increasing consumer purchasing power and providing access to essential items. The additional revenue generated will directly fund our workforce training and placement programs, supporting individuals in achieving economic independence.

3. **To serve 58 individuals in local communities** through our mission, using the additional revenue generated, calculated at $2,000 per person served.

3. Provide an action plan to achieve the stated measurable outcomes. If the Grant Activity involves a partnership, provide a description of each partner's role. Must include measurable milestones, specific events, or other performance measures appropriate to achieving the outcomes. *(3,000 character count limit)*

Goodwill Hawaii's action plan focuses on site selection, community outreach and education, and operational maintenance to ensure the successful implementation and impact of the three proposed donation pods. These steps build on our extensive experience in launching and maintaining donation sites across Oahu.

1. Site Selection

Selecting the right locations is critical to maximizing the pods' impact. We will focus on underserved areas within Districts One and Two, particularly those with high foot traffic and accessibility for residents. Ensuring the pods are placed in convenient and visible locations will address the logistical challenges faced by rural and coastal communities. The chosen sites will prioritize areas with significant donor potential and geographic gaps in current donation infrastructure.

2. Community Outreach and Education

Goodwill Hawaii has a proven track record of successfully promoting new donation locations. With over 50,000 loyal store members in our email network, we will use targeted communications to notify the public about the new pods. Additionally, we will leverage our existing marketing channels, such as social media and in-store signage, to maximize awareness and engagement.

Our approach includes engaging the community directly. For example, on Saturday, November 23rd, we are launching a donation campaign at three store locations, featuring staff on-site, giveaway items, and personal thank-yous for donors. This model of community-centric marketing demonstrates our ability to connect with donors and foster goodwill. Similar strategies will be used to promote the new pods, ensuring they are well-received by the community.

3. Maintenance and Operational Efficiency

Maintaining donation sites is an area where we excel. With 30 existing drop-off locations, we have gained extensive experience managing and adapting to challenges. We have refined our processes through trial and error to ensure efficient operations, including regular collection schedules and effective maintenance protocols. Applying these lessons to the new pods will allow us to tailor our approach to the unique needs of these locations.
By prioritizing proper site selection, leveraging robust community outreach efforts, and maintaining operational excellence, we are confident in achieving the desired outcomes: more donations and increased revenue to support Goodwill Hawaii's mission of empowering residents through job training and placement programs. This thoughtful and proven approach ensures that the pods will be a sustainable and impactful addition to the community.

4. Provide a budget narrative that explains how the budget in Section III will achieve the desired outcomes. (*3,000 character count limit)*

This budget supports the establishment of three donation pods in underserved areas of Oahu, enabling Goodwill Hawaii to collect 66,000 pounds of donations in the first year alone. Each donation pod represents an investment of $50,000, covering materials, construction, and operational costs.

1. **Supplies (Equipment Purchases): $75,000**
   This covers the equipment necessary to construct environmentally friendly donation pods with new solar panels and 24/7 monitoring – a new kind of pod for Goodwill Hawaii. These investments ensure the pods are durable, reliable, and designed to provide years of sustainable service.

2. **Labor to Create Pods (Contractual Services): $45,000**
   This will fund labor costs for constructing and assembling the pods. By sourcing and

assembling materials locally, when possible, we minimize shipping expenses, support local contractors, and reduce the environmental impact. This approach aligns with both community development and sustainability objectives.

3. **Shipping Costs: $30,000**
   This covers the timely delivery of some materials needed for pod construction. By prioritizing local sourcing wherever possible, we aim to keep shipping costs low while maintaining our commitment to cost-effective and environmentally responsible practices.

5. Provide a timeline that is complete, realistic and appropriate to achieve the desired outcomes. This timeline should also be reflected in Section IV. *(3,000 character count limit)*

Month 1-3: Site Selection and Permitting

- Identify and assess potential locations for the three donation pods in underserved areas within Districts One and Two, prioritizing high-traffic and accessible sites such as the North Shore and remote coastal communities.

- Obtain required approvals for pod installation from local business partners.

Month 1-5: Pod Construction and Installation

- Construct the pods using locally sourced materials, when possible, to minimize environmental impact and reduce costs.

- Install the pods at selected sites, ensuring proper placement for visibility and accessibility.

- Test PV-powered and monitoring systems to confirm operational readiness.

Month 2-6: Community Outreach and Marketing

- Launch a comprehensive public awareness campaign, including email notifications to over 50,000 loyal store members, social media promotions, and in-store signage.

- Host community engagement events to introduce the new pods and educate residents about their benefits.

Month 6-12: Pod Operations and Maintenance

- Begin full-scale pod operations, including regular donation collection and staffing.

- Monitor pod activity using digital-enabled technology to ensure efficient operations and timely maintenance.

- Allocate sellable donations to retail locations and track revenue and volume generated from pod contributions.

Month 12: Evaluation

- Analyze donation volume, retail revenue, and program funding to assess the success of the pods in achieving desired outcomes.

- Gather community feedback to identify opportunities for improvement and future expansions.

C. Provide evidence of the agency's ability to perform the proposed grant activity through past performance, current capacity and/or plan to acquire the capacity to perform.

1. Provide data that demonstrates proven success in offering the same, similar, or related activities to achieve the proposed outcomes. *(3,000 character count limit)*

Goodwill Hawaii has over 60 years of experience operating a community-driven recycling and sustainability program that supports its donated goods retail operation. What started as one store and a single donation site has grown to include 13 stores and 30 donation drop-off locations statewide. Annually, we manage over 400,000 donor transactions, resulting in millions of pounds of reusable goods that are collected, processed, and repurposed. Our stores see consistent traffic, generating over $19 million in retail revenue just last year, with 90% reinvested into local programs.

Our logistics operations are well-established, with a fleet of trucks deployed daily across the island to manage pickups, deliveries, and transportation of goods from collection sites to processing centers. Our skilled drivers, supported by operational staff, ensure that donation centers remain efficient, reliable, and well-maintained. These logistics systems have allowed us to divert over 11 million pounds of donations just last year from landfills, demonstrating our proven ability to scale and sustain large-scale collection efforts.

For the past several years, Goodwill Hawaii has also led recycling and repurposing initiatives, processing over 2.8 million pounds of paper, textiles, and electronics in 2023 alone. These efforts extract maximum value from donated goods, extending their lifecycle while reducing environmental waste.

In addition to our environmental efforts, our donation program generates essential revenue to fund workforce training and placement services for underserved populations. Last year, 7,273 individuals received support through these programs, and 556 participants were placed into jobs, collectively earning over $14.7million in annual income that contributed to our local economy. These outcomes highlight our ability to leverage donations to create meaningful economic and social impacts for the communities we serve.

Our long-standing experience in operating donation centers, managing logistics, and fostering environmental sustainability positions Goodwill Hawaii as uniquely capable of executing this project. The addition of PV-powered, 24/7 monitored donation pods will build upon this proven success, enabling us to expand services to underserved areas while achieving the dual goals of environmental stewardship and economic empowerment.

2. Describe the applicant's capacity to successfully achieve the proposed outcomes.
OR
Provide a plan to acquire the capacity to successfully achieve the proposed outcomes (including how the applicant has acquired similar capacity in the past).

Responses should include organizational knowledge, staffing, fiscal resources, facilities and other resources, stakeholders and relationships, and other relevant resources. *(3,000 character count limit)*

With proven leadership, a skilled workforce, sustainable fiscal resources, and strong community relationships, Goodwill Hawaii is well-positioned to execute this project and deliver meaningful outcomes for Oahu's residents.

Organizational Knowledge
Goodwill Hawaii has over 60 years of experience in recycling, sustainability, and community impact programs. President and CEO Katy Chen, recently celebrated 10 years with the organization and brings over two decades of nonprofit executive leadership, supported by a Juris Doctor from the University of Washington. She has spearheaded transformative initiatives, including strategic rebranding, eCommerce expansion, and capital campaigns, aligning mission services and retail operations to maximize impact and sustainability.

Senior Director of Retail Sales Emily Flint has over 21 years of retail leadership and program management experience. She has successfully launched multiple donation pods, demonstrating expertise in their seamless deployment and efficient operation.

COO Cassandra Bui oversees Mission Services, Retail, and Business Operations, leveraging her expertise in HR, safety, risk management, IT, and facilities to ensure compliance and streamline operations through technology.

Staffing
Goodwill Hawaii's team is highly experienced and well-trained. CDL-certified drivers manage logistics efficiently, while pod staff receive comprehensive training to deliver excellent donor experiences and maintain facilities. Under Emily Flint's leadership, donation pod operations are optimized to meet organizational goals effectively.

Fiscal Resources
Goodwill operates a sustainable funding model driven by the sale of donated goods, generating reliable revenue for job training, education, and operational expenses. CFO Brent Arakaki, with over 30 years of financial expertise, oversees budgeting and fiscal accountability to ensure efficient resource allocation. The new pods are projected to generate $115,000 within the first year alone, further bolstering financial sustainability.

Facilities and Other Resources
Goodwill Hawaii operates 30 donation sites, 13 retail stores, and a fleet of 7 trucks to support efficient collection and distribution. COO Cassandra Bui ensures that operational systems meet performance standards, maintaining innovation, compliance, and efficiency to achieve short- and long-term goals.

Stakeholders and Relationships
Goodwill Hawaii has cultivated strong partnerships with local businesses, government agencies, and community organizations, ensuring project support and trust. Current partners regarding our donated goods recycling program include Kōkua Hawaii Foundation, Big Brothers Big Sisters Hawaii, YWCA and YMCA of Honolulu, and the National Kidney Foundation of Hawaii.

Sustainability Commitment
Goodwill Hawaii's programs reduce landfill waste by repurposing donated goods, aligning with the City and County of Honolulu's sustainability goals. The organization emphasizes local sourcing and environmentally friendly practices, reinforcing its commitment to community and environmental impact.

D. Describe the applicant's sustainability and/or additional long-term benefit to the community

1. Provide a plan for sustaining and / or expanding activities beyond the applicable grant period. *(2,000 character count limit)*

Goodwill Hawaii operates a proven social enterprise model, reinvesting the revenue from its retail operations into community programs. This approach allows Goodwill to sustain its mission of empowering individuals with job training and placement services, while reducing reliance on government and grant funding. The installation of PV-powered, 24/7 monitored donation pods will expand this model by creating additional revenue streams and reducing operational costs through energy efficiency.

The pods are a one-time infrastructure investment designed to provide long-term benefits. Each pod will enable residents in underserved areas to recycle reusable goods conveniently, supporting waste diversion efforts and reducing the burden on Oahu's landfills. By extending access to donation opportunities, Goodwill Hawaii ensures a steady supply of inventory for its stores, where donated items are sold at affordable prices, benefiting low to moderate income families while generating revenue to fund essential services.

Goodwill has extensive experience in managing donation infrastructure and maximizing its operational efficiency. With a network of donation centers already in place, the organization is well-prepared to integrate these new pods into its existing system.

This grant represents a sustainable investment that aligns with both Goodwill Hawaii's mission and the community's needs. Beyond the grant period, the pods will continue to generate revenue, support environmental goals, and strengthen the organization's ability to uplift vulnerable populations. By expanding donation access and fostering long-term sustainability, this initiative will create lasting benefits for Oahu's communities.

2. Describe the applicant's capacity and resources to carry out the above plan (staffing, funding, etc.) beyond the grant period. *(2,000 character count limit)*

Goodwill Hawaii is uniquely equipped to carry out the proposed plan for PV-powered donation pods beyond the grant period, leveraging its robust infrastructure, skilled workforce, and sustainable revenue model.

Staffing and Expertise
We employ experienced staff across its operations, including logistics teams, donation site managers, and retail staff. With a network of 30 existing donation drop-off sites and 13 stores, the organization has refined its processes for managing collection sites efficiently. Staff are well-trained in donor engagement, logistics coordination, and operational maintenance, ensuring the new pods will be seamlessly integrated into existing workflows.

Funding and Financial Resources
The organization's self-sustaining social enterprise model generates substantial revenue through retail sales of donated goods. This model reduces dependence on external funding, ensuring long-term financial stability. The proposed pods are projected to generate $115,000 in retail revenue in the first year, which will fund staffing and maintenance while supporting workforce development programs.

Logistics and Operational Capacity
We operate a fleet of trucks for pickups and deliveries, supported by experienced drivers and coordinators. This existing logistics network is well-suited to manage the additional collection and maintenance needs of the new pods. Established systems for tracking donations and monitoring site activity will ensure efficient operations.

Community Engagement
Goodwill Hawaii's strong relationships with community partners and its robust marketing capabilities ensure sustained usage of the pods. Through targeted campaigns and consistent outreach, the organization will maintain public awareness and encourage ongoing participation.

By leveraging its expertise, financial resources, and established infrastructure, Goodwill Hawaii is fully prepared to sustain and manage the donation pods beyond the grant period, ensuring long-term benefits for the community.

E. No CITY funds or assistance.
The highest consideration will be given to applicants that do not receive other funding or any form of assistance from the CITY. While applicants that receive other funding or assistance from the CITY may apply for Grants in Aid funding, the extent of funding or assistance already received in relation to services provided must be considered prior to awarding Grants in Aid funds.

A percentage of the sub-total criteria points will be awarded to Grantees based on the criteria below and the information about past funding / assistance from the CITY that follows.

The applicant has received no award from the CITY within the last 3 years.	**10%**
The applicant has received 1-2 awards from the CITY within the last 3 years.	**7%**
The applicant has received 3-5 awards from the CITY within the last 3 years.	**5%**
The applicant has received between 6-9 awards from the CITY within the last 3 years.	**3%**
The applicant has received 10 or more awards from the CITY within the last 3 years.	**0%**

GRANTEE RECEIPT OF CITY GRANTS

Identify all CITY grants received by Grantee (or Fiscal Sponsor) in the last three (3) years. Information will be verified by the CITY.

1. Grant Activity Name & Contract #: Community Recycling & Sustainability Program, CT-DCS-2100028
   Grant Period: 11/01/2020-04/30/2022 Grant Amount: $120,000
   Grant Purpose: Purchase a box truck for pick up and recycling
   Grant Activity Status: ☐ Underway ☒ Completed ☐ Canceled
   Administrating Division: Department of Community Services

2. Grant Activity Name & Contract #: Agency Provided Trips, MA-DTS-2000091 V-5
   Grant Period: 02/01/2020-01/31/2025 Grant Amount: $755,767 + TBD (Years 4 & 5)
   Grant Purpose: Transportation for Clients
   Grant Activity Status: ☒ Underway ☐ Completed ☐ Canceled
   Administrating Division: Department of Transportation

3. Grant Activity Name & Contract #: PV Carport for Honolulu, CT-DCS-2400023
   Grant Period: 9/1/2023-7/31/2025 Grant Amount: $49,000
   Grant Purpose: Construct Photovoltaic system and carport at our Honolulu Career & Learning Center
   Grant Activity Status: ☒ Underway ☐ Completed ☐ Canceled
   Administrating Division: Department of Community Services

4. Grant Activity Name & Contract #: Shredding Truck, CT-DCS-2500020
   Grant Period: 11/1/2024-10/31/2029 Grant Amount: $150,000

Grant Purpose: Purchase of mobile shredding truck
Grant Activity Status: ☒ Underway ☐ Completed ☐ Canceled
Administrating Division: Department of Community Services

5. Grant Activity Name & Contract #: _____
   Grant Period: _____ Grant Amount: _____
   Grant Purpose: _____
   Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
   Administrating Division: _____

6. Grant Activity Name & Contract #: _____
   Grant Period: _____ Grant Amount: _____
   Grant Purpose: _____
   Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
   Administrating Division: _____

7. Grant Activity Name & Contract #: _____
   Grant Period: _____ Grant Amount: _____
   Grant Purpose: _____
   Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
   Administrating Division: _____

8. Grant Activity Name & Contract #: _____
   Grant Period: _____ Grant Amount: _____
   Grant Purpose: _____
   Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
   Administrating Division: _____

9. Grant Activity Name & Contract #: _____
   Grant Period: _____ Grant Amount: _____
   Grant Purpose: _____
   Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
   Administrating Division: _____

10. Grant Activity Name & Contract #: _____
    Grant Period: _____ Grant Amount: _____
    Grant Purpose: _____
    Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
    Administrating Division: _____

E. Age Friendly Honolulu (Complete only if applying for the bonus points)
Consideration is to be given to applicants that incorporate the vision and goals of the Age-Friendly Honolulu Program (as codified in ROH Chapter 2, Article 22), including but not limited to (1) enabling residents of all ages to actively participate in activities that keep them socially engaged, healthy, and active; and (2) removing barriers to inclusion for and providing support services to vulnerable residents and/or have physical limitations.

If awarded bonus points for being an Age-Friendly Honolulu project, the Grantee will be subject to additional reporting requirements, including but not limited to name, age, and physical location of seniors being served by the project.

To be eligible for the bonus points as an Age-Friendly Honolulu project an organization must demonstrate the proposal aligns with Age-Friendly Honolulu's priorities by completing the following TWO steps:

1) Go the following website https://www.hiphi.org/age-friendly-honolulu/ to access an Age-Friendly Honolulu training video. The video should be watched by at least one (1) person from the non-profit organization in a leadership position (Executive Director, Administrator, or equivalent). This video will define an "age-friendly city" and explain what types of projects align with the Age-Friendly Honolulu Vision.

2) Complete the section below by selecting which Age-Friendly Honolulu category best fits the activities of your organization and providing a brief description of how your proposal is an Age-Friendly Honolulu project.

☐ Enabling Residents of all ages to actively participate in activities that keep them socially engaged, healthy, and active, particularly at the oldest ages

☐ Providing Kupuna with meaningful roles in the community, including mentors, volunteers, or through intergenerational programming

☒ Removing barriers to support community inclusion and accessibility for persons of all abilities.

3) How is your proposal an Age-Friendly Honolulu Project and explain how your organization can meet the additional reporting requirements if awarded? *(2,000 character count limit)*

Our proposal aligns with the vision and goals of the Age-Friendly Honolulu Program by actively removing barriers to community inclusion and accessibility for residents of all abilities, particularly kupuna. Goodwill Hawaii aims to establish donation pods in Districts 1 and 2, areas where many residents, including older individuals, face challenges in accessing recycling locations due to their distance from central hubs like Honolulu. Residents in areas such as the North Shore are less likely to drive into town, making it essential to bring accessible locations closer to them. Donating and doing good for the community should not be a hassle—these pods will provide a convenient way for kupuna and others to contribute without facing unnecessary barriers.

Market research conducted by Blessings Resources LLC in 2023 found that 20% of Goodwill Hawaii donors are aged 55 or older. This underscores the importance of providing accessible donation opportunities for kupuna, who are key contributors to Goodwill's mission. The proposed locations will reduce physical and logistical barriers for older adults, empowering them to engage in meaningful activities that foster community participation and environmental

stewardship.

Moreover, Goodwill Hawaii has extensive experience in managing data collection and compliance for grant-funded projects. We are prepared to meet the additional reporting requirements of the Age-Friendly Honolulu Program, including capturing and reporting the name, age, and physical location of seniors served by this project. Our existing systems for tracking program outcomes and donor engagement will be adapted to ensure accurate and timely reporting, demonstrating the project's impact on kupuna and their communities.

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APPENDIX A: TIER II GRANT PROPOSAL (Grants $25,000 to $150,000)
SOLICITATION NO. RGP-DCS-GIA2026

Instructions: The proposal below must be completed in full. Responses must be provided in the fillable boxes provided. Where annotated, the fillable boxes have predetermined maximum limits on character counts. Letters, numbers, punctuation marks, and spaces are included in the character count limits.

SECTION I
SUMMARY

A. Grantee Legal Name:	Guide Dogs of Hawaii (Adaptive Aids, Canines & Advocacy for the Blind)
B. Is Grantee a Fiscal Sponsor?	☐ Yes ☒ No
C. Grant Activity Name:	Positive Aging Community

D. Briefly describe the Grantee's background, history (including year established), and mission. *(400 character count limit)*

Guide Dogs of Hawaii (GDH) stands out with its unique approach to empowering the Blind and Visually Impaired (BVI) residents. By providing guide dog support, technology aids, mobility training, and community access, GDH enables BVI individuals to conquer every day challenges. Founded in 1952, GDH has evolved into Hawaii's leading social service agency, serving approximately 24,500 residents.

E. Briefly describe the Grant Activity and public need being filled. *(400 character count limit)*

PAC is an initiative that serves as a beacon of hope in addressing the urgent public health problem of age-related vision loss. PAC focuses on reducing social and economic burdens by creating opportunities for BVI seniors to achieve their highest function, independence, optimal well-being, and quality of life. The potential impact of the program is a testament to the urgent need for change.

F. Briefly summarize Grant Activity outcomes and measures of success, including number and description of those served. *(400 character count limit)*

PAC will impact at least 30 BVI seniors on Oahu who will achieve the following lifestyle outcomes:

- Improved health
- Mobility independence
- Meaningful social connections
- Independent living

To ensure the program's effectiveness, we will rigorously measure the seniors' health, communication, mobility, technology skills, and social interactions.

G. Council District
Check all districts that will benefit from the Grant Activity. Provide the amount requested per district. Amounts must be in whole numbers only.

☒ District 1 $20,000	☒ District 2 $10,000	☒ District 3 $10,000
☒ District 4 $10,000	☒ District 5 $20,000	☒ District 6 $20,000

☒ District 7 $20,000	☒ District 8 $20,000	☒ District 9 $20,000
Total Amount Requested (must be $25,000 to $150,000)	$150,000	

H. Type of Grant Activity (pick ONE category that best reflects the Grant Activity):		
1. Public Services: Projects in this category will support qualified public services and programs for the target populations deemed by the CITY to be most vulnerable.		
☒ A. Public Service – Seniors	☐ B. Public Service - Children	☐ C. Public Service - Disabilities
☐ D. Public Service – Homeless	☐ E. Public Service – Domestic Violence	☐ F. Public Service – Substance Abuse
☐ G. Public Service – Mental Health	☐ H. Public Service – Other (describe):	
2. Arts, Culture, Community/Economic Development, and the Environment: Projects in this category will support the sustainable improvement in the well-being and quality of life of local communities, especially low- to moderate income areas.		
☐ A. Arts	☐ B. Culture	☐ C. Community Development
☐ D. Economic Development	☐ E. Environment	

GRANTEE'S CERTIFICATION AND SIGNATURE

The undersigned, subject to personal liability and penalty under applicable law, certifies that he or she: (i) is authorized to sign this Grant Proposal; (ii) personally prepared or reviewed the matters found in this Grant Proposal (including any related documents/attachments); (iii) asserts all statements made in this Grant Proposal (including all attachments) are true, accurate and complete; (iv) has the requisite skills and knowledge to assert the foregoing certification; and (v) has complied and shall continue to comply with all applicable requirements of Chapter 6, Article 29 of the Revised Ordinances of Honolulu 2021, as amended (Link), regarding private organizations receiving grants of public funds from the City and County of Honolulu.

Jeanne Torres, Executive Director November 20, 2024

Signature of Grantee (Fiscal Sponsor) Officer — Date

Printed Name and Title:

CERTIFICATE OF THE BOARD OF DIRECTORS NO OBLIGATIONS IN ARREARS

The undersigned of the Board ("Grantee") hereby certifies that the Grantee or any principal of the Grantee or sponsored organization (where the Grantee is a Fiscal Sponsor) is not in arrears on any financial or other obligation owed to the City & County of Honolulu, a municipal corporation of the State of Hawaii.

Victoria May Cozloff
(Signature)

VICTORIA MAY COZLOFF
(Print name)

CERTIFICATE OF THE BOARD OF DIRECTORS AUTHORIZATION TO ASSIGN AUTHORITY

The undersigned of the Board ("Grantee") hereby certifies that Jeanne Torres (name), Executive Director (title), has been authorized by the Board of Directors to sign proposals, contracts, and related documents on behalf of the Grantee. Accordingly, I hereby assign the authority by the Board to execute proposals, contracts, and contract amendments on behalf of the Grantee, and further certify that the assigned is given the power and authority to do all things necessary to implement, maintain, amend, or renew such contracts, including but not limited to the delegation of signing authority to another employee of the Grantee.

Victoria May Cozloff
(Signature)

VICTORIA MAY COZLOFF
(Print name)

STATE OF HAWAII)
CITY AND COUNTY OF HONOLULU)

On this 19 day of November, 2024, before me appeared Victoria May Cozloff, personally known to me, who, being by me duly sworn, did say that he/she is the Treasurer of Guide Dogs of Hawaii and that the corporation has no corporate seal, and that said instrument was signed in behalf of said corporation by authority of its Board of Directors, and said She acknowledged said instrument to be the free act and deed of said corporation.

TIFFANY BRASH-KANESHIRO NOTARY 20-46 PUBLIC STATE OF HAWAII

Tiffany Brash Kaneshiro
Notary Public, State of Hawaii

My Commission expires: 03/01/2028

Doc. Date: 11/19/2024 # Pages 15
Name: Tiffany Brash Kaneshiro First Circuit
Doc. Description: Appendix A Tier II Grant Proposal (Grants $25,000 to $99,000) Solicitation No. RGP-DCS-GIA2026
Signature Tiffany Brash Kaneshiro 11/19/2024 Date
NOTARY CERTIFICATION

SECTION II
GRANT ACTIVITY INFORMATION

A. Describe how the community need, stated problem/issue, and target population are effectively validated. The description must include how the public services' target population is vulnerable or how the arts, culture, community/economic development, or environmental activities will especially support low- to moderate-income areas.

1. Provide substantive data and other qualifying information to demonstrate how the problem/issue impacts the target population and is a community priority that needs to be addressed. *(5,000 character count limit)*

According to the 2019 survey report by the American Foundation for the Blind, there are 25,381 blind and visually impaired (BVI) residents in Hawaii, of which 22,809 are adults. Most concerning is that of these adults, 7,959 are over 64. Furthermore, the Hawaii Vision Center 2019 study revealed that 8.5% of residents suffering from family eye disease, diabetes, and smoking are most likely to suffer vision loss as compared to 4.5% of those losing vision as part of aging. This is of great concern because, in Hawaii, all 3 high-risk factors are prevalent and, notably, affect adults under 64 and will soon reach seniors status. Approximately 80% of these seniors reside in Oahu, where they may have access to human services. Despite their low income, they desire a life of independence by accessing housing assistance, independent transportation, and health care. This population is expected to more than double by 2030 when the last generation of baby boomers reach age 65. Each year, only a fraction of this cohort receives vision-related rehabilitation services. The need for immediate and comprehensive support for the BVI community is urgent, and we cannot do it without your help. Your support is crucial in addressing this urgent need and making a significant difference in the lives of BVI seniors.

The City and county of Honolulu encourages community providers to create age-friendly environments for our kupuna. We have to realize that additional measures need to be taken to ensure that age-friendly activities are also inclusive for kupuna who suffer vision loss. We ensure that the accommodations and accessibility is individually tailored to the individual's needs. Furthermore, we focus on creating age-friendly activities that the seniors want to engage in and explore. This approach gives our seniors some leverage over their participation, which we have found to result in positive outcomes when the seniors has the power to make decisions. The seniors discover they can control their autonomy when they have safe and meaningful access.

We are reminded that the recent COVID-19 pandemic and its post-life changes have significantly impacted our BVI Seniors. The pandemic isolation of BVI Seniors has severely compromised their abilities to apply compensatory skills and adaptive techniques, greatly restricting the tactile methods they use in social interaction. While their daily lives were already quite challenging in pre-COVID times, the extended disruption has rendered independent travel virtually impossible for life's sustainable needs, such as medical appointments, dialysis, and grocery shopping. Recovering from the effects of the pandemic presented the BVI Seniors with a series of challenges in finding new ways to live in post-COVID times. This has made the Positive Aging Community program more urgent than ever, underscoring this community's need for support. The pandemic experience is undisputed evidence that by not having accessible and accommodating access to the BVI seniors results in exclusion, isolation, depression, and poor health.

Learning from this experience and seeing the negative impact on BVI seniors, GDH is committed to helping our BVI Seniors rebuild skills and develop new techniques that will allow

them to embrace aging with a positive attitude. The Positive Aging Community program will achieve this through workshops, one-on-one training sessions, and community events focusing on mobility, social interaction, and independent living skills.

B. Describe the proposed plan

1. Provide a description of the Grant Activity. This description will be used as the scope of services in the contract. Describe why you chose this Grant Activity and how it will effectively address the community's problem / need. *(3,000 character count limit)*

Blindness, often unseen, defies stereotypes of what a BVI person looks like. This unseen challenge significantly impacts the lives of BVI Individuals, hindering their access to necessary resources. Living with restrictions in independence, mobility, education, and employment, BVI individuals face a higher risk for falls, injuries, poor mental and cognitive function, and social isolation. As they age, these restrictions increase, and daily challenges become more difficult to overcome. Unfortunately, there is no cure for vision loss. Corrective lenses and ophthalmology treatment may stabilize or delay progression of vision loss but not cure it. GDH is committed to finding alternative ways to empower seniors to preserve their autonomy.

Since 2015, at a count of 10,955, the number of seniors facing aging and vision loss challenges has increased by 20% as of 2019. With this trend, we can expect that the number will double by 2030. Although the BVI's population represents a small fraction of our more significant population, many have spent most of their adult lives contributing to the community and deserve the opportunity to attain the best quality of life for the remainder of their years. With over 69 years serving the BVI community, we understand the socio-economic implications that these individuals will face should we not have support services - risk losing their choice to live independently, poor mental and physical health, and high level of dependency on others.

Confidence, independence, and self-sufficiency are vital at any age. As of this writing, the 300 public school students and 1,135 adults we have been able to help over the past seven years demonstrate that with specialized technology and training, orientation & mobility support, and social opportunity customized to their individually unique needs, they can achieve dreams and a better quality of life. The BVI community most especially wants the chance to figure things out for themselves and independently perform tasks without other people taking over their autonomy. They want the opportunity to live to the fullest WITH DIGNITY.

2. Provide measurable outcomes, describe how outcomes are aligned with the purposes and priorities of the Grants in Aid Fund, and describe how outcomes directly benefit the target population. *(3,000 character count limit)*

Public Services should begin with a statement of the number of individuals that the Grant Activity will directly benefit during the Grant Term.

Arts, Culture, Community/Economic Development or Environment should begin with a statement as to how the Grant Activity supports the sustainable improvement in the well-being and quality of life of local communities, especially low to moderate income areas.

The Positive Aging Community will impact at least 30 Oahu BVI senior residents. A vital component of this program is changing one's mindset to an Optimistic attitude. Because vision loss further restricts the senior's ability to cope with challenges associated with aging,

changing the perspective to that of an optimistic attitude will pave the way for our BVI Seniors to adopt a new set of techniques, skills, and strategies. Positive aging can be achieved and maintained through physical and cognitive exercises, socialization, safe and efficient mobility, and technology and adaptive aids training.

Program evaluators will review each participant's abilities, limitations, and progress and adjust based on the individual's pace and improved level of function: Success is evaluated based on the achievements reached for challenges identified at the program's start. Each participant will be monitored and measured with the following five scalable criteria:

1. Self-evaluation of their needs and effective use of their technical and adaptive aids
2. Meeting and overcoming challenges relating to aging
3. Ability to manage home and personal care and knowing how to ask for help
4. Performance of basic daily living skills
5. Ability to build and sustain social relationships through community-based activities

These outcomes will provide our participants with the function of stress, which is to maintain a physiological and physical balance so that the participant may react in a normal and healthy way to life changes which will lead to a longer and healthier life – have a reduced risk of diabetes, stroke, heart diseases and other conditions, better cognitive functioning, and reduced risk of falls and other avoidable injuries.

Further, the Positive Aging Community will provide tools for Seniors to build, enhance, and maintain their quality of life, allowing them to live meaningful lives with dignity.

3. Provide an action plan to achieve the stated measurable outcomes. If the Grant Activity involves a partnership, provide a description of each partner's role. Must include measurable milestones, specific events, or other performance measures appropriate to achieving the outcomes. *(3,000 character count limit)*

To better achieve desired outcomes and measure results, the program will be conducted with four phases:

Phase I: Intake/Assessment

- The Program Assistant (PA) will receive all community referrals and self-referrals and process each senior participant
- The Client Support Specialist (CSS) will work with the senior participant directly
- Assessment is conducted to identify need, technology experience and level, current O&M skills, and daily activities
- Action Plan is developed
- CSS provides a summary of findings to the Review Team

Phase II: Review

- The Review Team consists of the Executive Director (ED), Deputy Director (DD), GDH Orientation & Mobility Instructor (OMI) and Contracted Certified Orientation & Mobility Specialists (COMS)
- The team may consult with CSS and Technology Trainers
- The Review Team reviews the participant's documents and addresses questions to the participant's CSS

Phase III: Action Plan and Distribution of Technology Aids

- CSS will meet with the participant to implement an action plan
- Technology and adaptive aids are appropriately distributed with individualized training
- Workshops and social activities are facilitated to improve and maintain positive mental and physical well-being
- The OMI & COMS will be available for all phases of the participant's training to ensure safe and efficient mobility
- CSS manages all of the program participants' records and submits all invoices to DD
- DD reviews and measures the effectiveness of the participant's action plan
- To ensure fiscal responsibility, ED verifies the action plan expenditures

Phase IV: Final Evaluation

- Conducted by the CSS to measure participant's overall progress, and identify the challenges that were not overcome. Provide possible individual training follow-up support.

4. Provide a budget narrative that explains how the budget in Section III will achieve the desired outcomes. *(3,000 character count limit)*

The budget is prioritized into two categories:

Direct Services:

Salary/wages, taxes, and benefits: $60,215.00

This grant will support the salaries, taxes, and benefits of the client support specialist and the program assistant. GDH or other sources will cover the payroll for the executive director, deputy director, technology trainers, and budget manager.

Professional Contractual Services: $23,000.00

Nationally Certified Orientation & Mobility Specialists will provide training and support for participants, providers, and family members to ensure safe and practical travel.

Workshops: $10,000.00

Participants will receive systematic guidance and support to develop skills, techniques, and knowledge to meet physiological challenges related to aging—physical and mental exercises, nutritional and sleep habits, assistive living options, end-of-life preparations, etc. Costs will include fees, supplies, transportation, meals, etc.

Social Activities: $18,000.00

The focus will be on securing group and individual social activities in which the participant will have a personal interest and be able to build on conversational and travel skills while maintaining an active body and mind. These skills develop and improve self-confidence and independence. Social building skills develop from participating in community-based activities such as group retreats, bowling, swimming, dance, music, cultural and nature field trips, and arts and crafts. Cost will include activity fees, meals, supplies, transportation, etc.

Technology and Adaptive Aids: $10,000.00

Based on the participant's assessment profile and needs, procurement of technology and adaptive technology aids for disability-specific skill development and daily living is a priority because of their extensive and multi-purpose use and high costs. These tools support the participant's compensatory skills, enabling them to achieve full inclusion in everyday activities. Certified O&M Instructors and Technology Trainers will

provide training for these aids. Until a complete participant assessment is done, it is impossible to identify which technology will be provided. The Federal Assistive Technology Act defines that assistive technology may include mobility canes, walkers, hearing aids, mobile phones, GPS devices, magnifiers, assistive apps for blind people, kitchen and home aids, personal care aids, accessories, and other related costs.

Other Program Expenses:
A) Office Rent: $25,000.00
B) Consumable Supplies: $2,345.00
C) Telecommunications: $1,440.00

Total Budget: $150,000.00

5. Provide a timeline that is complete, realistic and appropriate to achieve the desired outcomes. This timeline should also be reflected in Section IV. *(3,000 character count limit)*

Month 1: 10 Participants enrolled and assessed; 1 Workshop for at least 10 Participants; 1 Social Activity for at least 10 Participants

Month 2: 10 Participants enrolled and assessed; 1 Workshop for at least 10 Participants

Month 3: 10 Participants enrolled and assessed; 5 technology distributed; 1 Workshop for at least 10 Participants; 1 Social Activity for at least 10 Participants

Month 4: 1 Workshop for at least 10 Participants

Month 5: 5 technology distributed; 1 Workshop for at least 10 Participants; 1 Social Activity for at least 10 Participants

Month 6: 1 workshop for at least 10 Participants; 15 evaluations

Month 7: 5 Technology distributed; 1 Workshop for at least 10 Participants; 1 Social Activity for at least 10 Participants

Month 8: 1 Workshop for at least 10 Participants

Month 9: 5 technology distributed; 1 Workshop for at least 10 Participants; 1 Social Activity for at least 10 Participants

Month 10: 1 Workshop for at least 10 Participants

Month 11: 1 Workshop for at least 10 Participants; 1 Social Activity for at least 10 Participants

Month 12: 1 Workshop for at least 10 Participants; 15 Evaluations

C. Provide evidence of the agency's ability to perform the proposed grant activity through past performance, current capacity and/or plan to acquire the capacity to perform.

1. Provide data that demonstrates proven success in offering the same, similar, or related activities to achieve the proposed outcomes. *(3,000 character count limit)*

As the number of adults facing vision loss and aging increases yearly, GDH is committed to ensuring that BVI individuals of all ages are provided a fair opportunity to achieve their highest function, independence, optimal well-being, and best quality of life. We have a well-documented history of delivering quality services on time and within the costs allocated in our program budgets. Our accomplishments include:

Get Ahead with Technology: A program for public school students that helps BVI youth gain age-progressive life skills and academic/social development, which allows them to access educational curriculum, engage in independent study, and enhance self-care and social skills. On average, program participants experienced a 1.5-pt. Rise in their grade point average.

Camp Get Ahead : This program is designed to help youths develop skills and socially accepted behaviors as they grow into adulthood by bringing them together outside of school to build friendships, expand mobility skills and experiences, learn independent living skills, showcase talents and nurture their leadership skills. Students who have participated in this have expanded their horizons by traveling out of state, successfully graduated from high school, and are now pursuing guide dog partnership, higher education, employment, and volunteer work.
Get Visical Trainathon: Orientation and mobility are the foundational skills every BVI needs to achieve confidence and independence. We offer year-round individual training and support and bring everyone together annually to obtain up-to-date information, learn new techniques, and try new mobility devices. BVI participants who have completed this program show confidence as they safely, effectively, and independently navigate the community and are more likely to explore new destinations.
Community Response Assistance: In local emergencies, GDH reaches out to our vulnerable clients to ensure they are informed, safe, and well-prepared for the duration. For example, as schools converted to virtual learning during the COVID pandemic, GDH partnered with the City and County of Honolulu to supply BVI students with technology aids and internet connectivity to ensure they did not fall behind. We pay special attention to situations where vision loss further restricts the individuals, such as emergency preparedness and fall prevention for seniors.

Adult services: GDH understands BVI adults' challenges, from maintaining employment to parenting and aging. Support is provided to overcome constant technological changes in the workplace. Adaptive aids are provided to manage the home independently. Activities such as the book club, Writers Unleashed, finger talk, and various brain exercise games allow adults to pursue interests outside the house and workplace while strengthening social connections. Participants in these activities have shown a willingness to explore new interests, engage more with others and get involved in the community .

2. Describe the applicant's capacity to successfully achieve the proposed outcomes.
OR
Provide a plan to acquire the capacity to successfully achieve the proposed outcomes (including how the applicant has acquired similar capacity in the past).

Responses should include organizational knowledge, staffing, fiscal resources, facilities and other resources, stakeholders and relationships, and other relevant resources. *(3,000 character count limit)*

For blind and visually impaired individuals, constant training and mental and emotional support are critical to ensure that they can live meaningful and even enriching lives. GDH's well-trained staff and volunteers have served the islands' BVI community since 1952, providing individuals of all ages with guide dog services, adaptive technology and daily living aids, and training in independent living and social skills specific to their present needs. Individuals receive continuity services that support their continually changing life circumstances, which empower them to live independently, travel confidently, and fully participate in everyday activities.

Because each individual's needs are unique, GDH services are customized to ensure a positive outcome. A 3-year-old may receive materials to learn and build social skills, allowing the child to bring some experience and interest to the pre-kindergarten class. The child may later transition into learning entry-level technology to develop independent communication skills and, as a teen, benefit from social and vocational opportunities to enhance social and technology skills. As individuals age into their 50s and the natural aging process starts, they learn new ways to maintain and cope with change and new challenges.

GDH partners with local and nationally accredited O&M experts as well as Leader Dogs for the Blind to gain a wide range of techniques and knowledge so that participants and staff can achieve program deliverable successes. Longstanding partnerships with Kamala Wellness, YWCA, HPD, and American Red Cross allow staff and participants to stay informed and prepared to react safely and confidently to emergencies. GDH looks to the American Foundation for the Blind, a national organization that has been serving blind people and providers for over 100 years. We gain information and training to stay updated and accessible to the community we serve.

GDH presently enjoys a diversified funding stream from various sources, including the State, City, corporations, private foundations, and individuals. We've initiated a planned giving program and have built, managed, and grown an endowment to sustain the organization's operations and secure its future. GDH has successfully managed past grants from the State and City, with programs coming in at or under the projected budget and often exceeding proposed outcomes within the specified time frame. Three premier GDH programs commenced over the last 60 months are still in operation, thanks to a financing model that seeks to match government grants with private funding sources from individuals and foundations.

D. Describe the applicant's sustainability and/or additional long-term benefit to the community

1. Provide a plan for sustaining and / or expanding activities beyond the applicable grant period. *(2,000 character count limit)*

GDH's approach to sustainability is unique, as we define it in three key ways: financially, programmatically, and organizationally. Our model of expanding client services through our four core programs is a testament to our commitment to preparing BVI youth and young adults for success in higher education and job opportunities, while also fostering the development of their social skills and self-esteem. This approach is particularly crucial, as 64% of blind adults are unemployed due to a lack of confidence, independence, and basic job skills.

GDH's comprehensive and integrated fundraising strategy has been a resounding success. Overseen by a broad-based volunteer group of community leaders, GDH board members,

and senior staff, has consistently met our fundraising goals, This success ensures our financial stability and ability to serve the community.

GDH has also expanded its volunteer base to maximize its outreach , allowing us to serve more clients with our limited resources . We also commenced a marketing and branding campaign with TV and radio , speaking engagements with community groups, and social media.

Upon completing their programs, GDH will monitor clients. IT support, guidance, and additional aids are available as they develop and progress. Experience has shown that most are self-sufficient enough to continue improving their skills independently. Others who require extra assistance will continue to receive it.

Our local presence is not just a physical location, but a symbol of reassurance for the BVI community. We understand that the delivery of services must be in person and in realistic settings for success. Our local presence has been a beacon of hope, a safe place where the BVI community can turn to for support. We fully understand the BVI's individual's past experiences, skills, strengths, and weaknesses. Over time, we know each participant's achievements and challenges, putting GDH in a unique position to offer individualized solutions.

2. Describe the applicant's capacity and resources to carry out the above plan (staffing, funding, etc.) beyond the grant period. *(2,000 character count limit)*

GDH has a documented history of delivering quality services on time and often under the cost allocated in the program budget. We are working closely with various agencies that may share consumers or have consumers who may benefit from our services. Our executive director, Jeanne Torres, who is blind, has led GDH on a successful 20-year growth trajectory.

Guide Dogs of Hawaii has been a stable and conservatively administered non-profit organization for over 69 years on Oahu. This long history is a testament to our stability and experience. The organization has an endowment from the Jack and Marie Lord Foundation and the Frank F. & Katherine L. Woodford Memorial Fund. Since 1964, GDH has been a partner agency with Aloha United Way and the Combined Federal Campaign.

GDH has a diverse staff of six full-time and two part-time members, of which 38% are BVI and fifty-eight dedicated volunteers. Before the pandemic, with the help of a professional fundraising consultant and a fundraising cabinet, GDH has consistently surpassed its fundraising goals by at least 10%. Because of this support and private source funding, GDH has been able to redirect some of its finances to expand its support of blind and visually impaired clients. Our financial position helped to ensure that our BVI clients' needs to cope and overcome challenges during the pandemic were met with the additional support of federal and local government aids, and continued employment for staff members to deliver services and goods in a timely manner. As we expected, post Covid did not decrease the need for services. Instead, the need increased as the growing BVI community had to learn new techniques and strategies to be able to independently live in post Covid times. To meet the increased numbers and need, additional funding is critical.

E. No CITY funds or assistance. The highest consideration will be given to applicants that do not receive other funding or any form of assistance from the CITY. While applicants that receive other funding or assistance from the CITY may apply for Grants in Aid funding, the extent of funding or assistance already received in relation to services provided must be considered prior to awarding Grants in Aid funds. A percentage of the sub-total criteria points will be awarded to Grantees based on the criteria below and the information about past funding / assistance from the CITY that follows.	
The applicant has received no award from the CITY within the last 3 years.	**10%**
The applicant has received 1-2 awards from the CITY within the last 3 years.	**7%**
The applicant has received 3-5 awards from the CITY within the last 3 years.	**5%**
The applicant has received between 6-9 awards from the CITY within the last 3 years.	**3%**
The applicant has received 10 or more awards from the CITY within the last 3 years.	**0%**

GRANTEE RECEIPT OF CITY GRANTS

Identify all CITY grants received by Grantee (or Fiscal Sponsor) in the last three (3) years. Information will be verified by the CITY.

1. Grant Activity Name & Contract #: City & County of Honolulu 2023 Non-Profit Recovery Grant Program - Tranche 2
   Grant Period: 9/29/2023-6/1/2024 Grant Amount: $21,681.00
   Grant Purpose: COVID-19 Relief for Small Businesses
   Grant Activity Status: ☐ Underway ☒ Completed ☐ Canceled
   Administrating Division: C&C Honolulu Department of Community Services

2. Grant Activity Name & Contract #: Orientation and Mobility Training Program CT-DCS-2400024
   Grant Period: 10/01/2023-3/31/2025 Grant Amount: $156,524.00
   Grant Purpose: Provide O&M training and support
   Grant Activity Status: ☒ Underway ☐ Completed ☐ Canceled
   Administrating Division: C&C Honolulu Department of Community Services

3. Grant Activity Name & Contract #: _____
   Grant Period: Grant Amount: _____
   Grant Purpose: _____
   Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
   Administrating Division: _____

4. Grant Activity Name & Contract #: _____
   Grant Period: _____ Grant Amount: _____

E. Age Friendly Honolulu (Complete only if applying for the bonus points)
Consideration is to be given to applicants that incorporate the vision and goals of the Age-Friendly Honolulu Program (as codified in ROH Chapter 2, Article 22), including but not limited to (1) enabling residents of all ages to actively participate in activities that keep them socially engaged, healthy, and active; and (2) removing barriers to inclusion for and providing support services to vulnerable residents and/or have physical limitations.

If awarded bonus points for being an Age-Friendly Honolulu project, the Grantee will be subject to additional reporting requirements, including but not limited to name, age, and physical location of seniors being served by the project.

To be eligible for the bonus points as an Age-Friendly Honolulu project an organization must demonstrate the proposal aligns with Age-Friendly Honolulu's priorities by completing the following TWO steps:

1) Go the following website https://www.hiphi.org/age-friendly-honolulu/ to access an Age-Friendly Honolulu training video. The video should be watched by at least one (1) person from the non-profit organization in a leadership position (Executive Director, Administrator, or equivalent). This video will define an "age-friendly city" and explain what types of projects align with the Age-Friendly Honolulu Vision.

2) Complete the section below by selecting which Age-Friendly Honolulu category best fits the activities of your organization and providing a brief description of how your proposal is an Age-Friendly Honolulu project.

☒ Enabling Residents of all ages to actively participate in activities that keep them socially engaged, healthy, and active, particularly at the oldest ages

☐ Providing Kupuna with meaningful roles in the community, including mentors, volunteers, or through intergenerational programming

☐ Removing barriers to support community inclusion and accessibility for persons of all abilities.

3) How is your proposal an Age-Friendly Honolulu Project and explain how your organization can meet the additional reporting requirements if awarded? *(2,000 character count limit)*

Many of our activities are created to encourage a BVI individual's interaction with the outside world and across generations.

BVI adults are provided with opportunities to find purpose in life, exercise body and mind, and share their wisdom and experiences with BVI youth to demonstrate that independence is achievable.

In turn, BVI youth learn effective coping techniques from their elders through personal example, develop and nurture a sense of purpose and compassion, and gain meaningful cross-generational friendships through their elders' mentorship.

These exchanges between BVI individuals of all ages create a motivating environment in which each bring their own uniqueness and together, achieve better physical and emotional health benefits, cognitive functions and positive interactions and relationship building.

Proposal 39

APPENDIX A: TIER II GRANT PROPOSAL (Grants $25,000 to $150,000)
SOLICITATION NO. RGP-DCS-GIA2026

Instructions: The proposal below must be completed in full. Responses must be provided in the fillable boxes provided. Where annotated, the fillable boxes have predetermined maximum limits on character counts. Letters, numbers, punctuation marks, and spaces are included in the character count limits.

SECTION I
SUMMARY

A. Grantee Legal Name:	Habilitat, Inc.
B. Is Grantee a Fiscal Sponsor?	☐ Yes ☒ No
C. Grant Activity Name:	Ho'omaka 'Ana Hou: The Beginning of a Meaningful and Innovative Era

D. Briefly describe the Grantee's background, history (including year established), and mission. *(400 character count limit)*

Habilitat, a long-term substance addiction treatment program founded in 1971, combines therapeutic approaches with workforce training and reentry preparedness. Its mission is to empower individuals to overcome addiction and live a lasting, drug-free life through personal responsibility, workforce development, stable housing and self-sufficiency.

E. Briefly describe the Grant Activity and public need being filled. *(400 character count limit)*

Habilitat will build a knowledge system to transform its 40+ years of client data pieces into usable information that enables a greater focus on direct (human) services. This knowledge system will turn data into statistics, trends and reminders for staff to scientifically review resident development and growth and serve as a central hub for generating key reports and data to inform public policy.

F. Briefly summarize Grant Activity outcomes and measures of success, including number and description of those served. *(400 character count limit)*

The information system will serve approximately 110 residents in the target population with a new vocational training option. Additional data captured from recruitment through post-graduation will be more readily converted into useful statistics and trends to customize services. Impact of certain protocols can be tested scientifically for effectiveness, ultimately serving the community at large.

G. Council District
Check all districts that will benefit from the Grant Activity. Provide the amount requested per district. Amounts must be in whole numbers only.

☒ District 1 $28800	☒ District 2 $21100	☒ District 3 $18400
☒ District 4 $18400	☒ District 5 $5300	☒ District 6 $21100
☒ District 7 $15800	☒ District 8 $15800	☒ District 9 $5300
Total Amount Requested (must be $25,000 to $150,000)	$150,000	

H. Type of Grant Activity (pick ONE category that best reflects the Grant Activity):		
1. Public Services: Projects in this category will support qualified public services and programs for the target populations deemed by the CITY to be most vulnerable.		
☐ A. Public Service – Seniors	☐ B. Public Service - Children	☐ C. Public Service - Disabilities
☐ D. Public Service – Homeless	☐ E. Public Service – Domestic Violence	☒ F. Public Service – Substance Abuse
☐ G. Public Service – Mental Health	☐ H. Public Service – Other (describe):	
2. Arts, Culture, Community/Economic Development, and the Environment: Projects in this category will support the sustainable improvement in the well-being and quality of life of local communities, especially low- to moderate income areas.		
☐ A. Arts	☐ B. Culture	☐ C. Community Development
☐ D. Economic Development	☐ E. Environment	

GRANTEE'S CERTIFICATION AND SIGNATURE

The undersigned, subject to personal liability and penalty under applicable law, certifies that he or she: (i) is authorized to sign this Grant Proposal; (ii) personally prepared or reviewed the matters found in this Grant Proposal (including any related documents/attachments); (iii) asserts all statements made in this Grant Proposal (including all attachments) are true, accurate and complete; (iv) has the requisite skills and knowledge to assert the foregoing certification; and (v) has complied and shall continue to comply with all applicable requirements of Chapter 6, Article 29 of the Revised Ordinances of Honolulu 2021, as amended (Link), regarding private organizations receiving grants of public funds from the City and County of Honolulu.

Signature of Grantee (Fiscal Sponsor) Officer

Printed Name and Title: Jeffrey Nash, Executive Director

11/20/2024

Date

CERTIFICATE OF THE BOARD OF DIRECTORS NO OBLIGATIONS IN ARREARS

The undersigned of the Board ("Grantee") hereby certifies that the Grantee or any principal of the Grantee or sponsored organization (where the Grantee is a Fiscal Sponsor) is not in arrears on any financial or other obligation owed to the City & County of Honolulu, a municipal corporation of the State of Hawaii.

James E. Duffy Jr.
(Signature)

James E. Duffy, Jr.
(Print name)

CERTIFICATE OF THE BOARD OF DIRECTORS AUTHORIZATION TO ASSIGN AUTHORITY

The undersigned of the Board ("Grantee") hereby certifies that Jeffrey Nash (name), Executive Director (title), has been authorized by the Board of Directors to sign proposals, contracts, and related documents on behalf of the Grantee. Accordingly, I hereby assign the authority by the Board to execute proposals, contracts, and contract amendments on behalf of the Grantee, and further certify that the assigned is given the power and authority to do all things necessary to implement, maintain, amend, or renew such contracts, including but not limited to the delegation of signing authority to another employee of the Grantee.

James E. Duffy Jr.
(Signature)

James E. Duffy, Jr.
(Print name)

STATE OF HAWAII)
CITY AND COUNTY OF HONOLULU)

On this 20 day of November, 2024, before me appeared James E. Duffy, Jr., personally known to me, who, being by me duly sworn, did say that he/she is the Chairman of the Board of Directors of Habilitat, Inc. and that the corporation has no corporate seal, and that said instrument was signed in behalf of said corporation by authority of its Board of Directors, and said he acknowledged said instrument to be the free act and deed of said corporation.

Becky Harrison
Notary Public, State of Hawaii

BECKY HARRISON NOTARY PUBLIC No. 10-06 STATE OF HAWAII

My Commission expires: 2/7/2026

Doc. Date: 11/20/2024 # Pages 86
Namc: Becky Harrison 1 Circuit
Doc. Description: Certificate of the Board of Directors no obligations in arrears.
Becky Harrison 11/20/2024
Signature Date

NOTARY CERTIFICATION

BECKY HARRISON NOTARY PUBLIC No. 10-06 STATE OF HAWAII

SECTION II
GRANT ACTIVITY INFORMATION

A. Describe how the community need, stated problem/issue, and target population are effectively validated. The description must include how the public services' target population is vulnerable or how the arts, culture, community/economic development, or environmental activities will especially support low- to moderate-income areas.

1. Provide substantive data and other qualifying information to demonstrate how the problem/issue impacts the target population and is a community priority that needs to be addressed. *(5,000 character count limit)*

Habilitat's services address the impacts of addiction, homelessness and incarceration on the target population and fulfills a critical need to resolve public concerns and policies. Public resources are stretched thin and the need for long-term, comprehensive solutions is critical. Addiction exacerbates the use of community resources for mental health, homelessness, crime, and family disruption. For example, addiction-related injuries, illness and overdoses have overburdened the healthcare, social services and justice systems. The need for treatment reported by Hawaii residents is four times greater than the national average. Despite this, only 8-10% of those in need receive help.

The significance of this problem cannot be overstated: over $740B is lost annually in workplace productivity or unemployment. Women and children are the fastest growing segment of the homeless population, many citing addictions as leading causes in their circumstances. Workplace drug testing for methamphetamine use is 410% greater than the national average, and chronically homeless in Honolulu County are the highest users of medicaid, with 4% consuming 61% of Hawaii's multi-billion-dollar budget. The average cost is $82,000 per person, per year. Providing priority services for the target population increases the potential to prioritize and redirect public resources toward other pressing community needs. For instance, resolving addiction-related use of medicaid through pathways toward employment and stable housing can actually reduce medicaid costs by 43% with an annual cost savings of $300,000,000.

Although individuals who struggle with substance use disorders and related challenges come from diverse socioeconomic backgrounds, the majority of Habilitat's residents have experienced years, if not decades, of chronic addiction, homelessness and incarceration. For many, Habilitat is the 'last house on the block,' thus requiring a level of intense and comprehensive treatment programming. The County of Honolulu directs a significant number of resources toward resolving the problems associated with addiction. However, remedying the problem does not have to cost taxpayers a fortunate or people their lives. While incarceration costs upwards of $100,000 per person, per year, providing treatment and housing for the same period costs $25,000 at Habilitat. And evidence shows that those who are incarcerated without treatment have an extremely high risk for recidivism due to being ill-prepared to successfully reintegrate into community.

Today, most treatment options fall into the categories of short-term and/or outpatient, despite research pointing to a much lower success rate. Habilitat's approach is comprehensive in that not only addiction is dealt with, but also the life skills, personal accountability, and vocational training are key parts of the treatment protocol. By breaking down key barriers such as employment and stable housing, people are able to genuinely rebuild their lives, establish stability, gain independence and become self-sustainable over the long-term.

A well-designed IT system will significantly improve direct services at Habilitat by enhancing data accessibility, personalization of care, and overall service efficiency, including 1) staff will quickly access a full picture of residents and implement more informed and personalized care according to individual needs and progress; 2) streamlined communication between staff will enable sharing of real-time updates, creating adaptability and efficiency in delivery of services; 3) customized interventions through aggregated data can be used to tailor interventions or build upon successful protocols; 4) the updated system will protect sensitive information, critical for compliance with regulations such as HIPAA; and 5) continued research on trends and protocols will inform the implementation of the most cutting edge methods around how therapeutic community fosters intended treatment outcomes and retention.

B. Describe the proposed plan

1. Provide a description of the Grant Activity. This description will be used as the scope of services in the contract. Describe why you chose this Grant Activity and how it will effectively address the community's problem / need. *(3,000 character count limit)*

The current database originally built in 1997 using Microsoft Access, is stored across five internal servers. The system is not cloud-based or mobile accessible; it has not been mined for the years of intelligence it contains. Access to reports is mainly done through 1 staff person, creating inefficiency. Experience and 'gut feel' rule much of the current decision-making. Paper and old-style entry screens still dominate the workflow. A few reports are distributed but are not used for trending or follow-up. Two years ago, the Habilitat staff had an eye-opening semester of college-level data management coursework. As 'guinea pigs' in a Chaminade University grant from the National Science Foundation, Habilitat was the first organization of its kind to be exposed to the impact of data-driven decision making.

The new system will enhance treatment services by improving data capture (the transformation of data pieces into key information systems), data management and decision-making, further increasing efficiency and fostering internal and external collaborations. Starting with modernizing 40+ years of resident data from a simplistic Microsoft Access software to a cloud-based information management system, the first step is data capture, including screen-scraping—or extracting visual elements on a screen and converting them into machine readable data to use for treatment services, followed by converting transmission capability to mobile devices.

The most important component in this transformation is the creation of the new Information System team. Headed by the current and experienced Information Systems Manager, new training will be available for network and database managers, data analysts and information managers. Habilitat's Clinical Staff will have the ability to analyze patterns, trends and performance metrics, promoting a culture of data-based decisions. Cross collaborations between staff and departments will foster alignment of treatment protocols and internal communication via real time data access. Understanding correlations between policy and addiction trends will produce evidence-based assessments that prioritize high need areas. Lack of access to data correlations between addiction, housing, employment and crime means the problem is not addressed systemically or systematically. Here, Habilitat's 40+ years of data can extensively inform stakeholders including policymakers. Through a new process, the ability to target impact, identify priority resource allocation and coordinate with other nonprofit and government stakeholders can combat addiction in major ways. Serving as an information and resource hub, Habilitat's information system will be indispensable in winning the war against addiction, ultimately enhancing individual recovery, community interventions and suitable policy interventions. Credible data, when utilized correctly,

strengthens the entire ecosystem of addiction treatment and in turn, creates a stronger, healthier community.

2. Provide measurable outcomes, describe how outcomes are aligned with the purposes and priorities of the Grants in Aid Fund, and describe how outcomes directly benefit the target population. *(3,000 character count limit)*

Public Services should begin with a statement of the number of individuals that the Grant Activity will directly benefit during the Grant Term.

Arts, Culture, Community/Economic Development or Environment should begin with a statement as to how the Grant Activity supports the sustainable improvement in the well-being and quality of life of local communities, especially low to moderate income areas.

Approximately 200 individuals per year are served at Habilitat, with approximately 100 – 115 in residence at any given point. Currently, 10 residents are studying data management under a special project sponsored by Chaminade University. Course materials cover several coding languages, beginning data analysis and a research project that concludes with a formal presentation. This is the third data camp collaboration with Chaminade University. It is expected that 5-10 individuals each semester will continue in this course of study, bringing the total to 10-20 individuals receiving relevant and transferable IT knowledge and skills in their program. This learning path will allow individuals to expand their employment choices. Whether their next profession is directly IT-related or not, the knowledge they gain applies to nearly all jobs, which today demand computer proficiency. The path will help residents toward earning a living wage, securing stable housing and productively contributing as engaged members of society. These resident counts reflect one year's impact; the outcomes of this project will be relevant for many more years to come.

The administrative workforce development program at Habilitat sponsors 4 residents who mainly work with paper forms. They will be the main operators of the new IT system, upgrading their skills to relevant and transferable ones. The clinical staff currently employs 4 full time staff. Eight other department heads assist in the workforce development aspect of the residents' program, with one of them directly responsible for the recruiting/induction aspect of the program. These 12 staff members will be the primary users of the information and reporting that will come from the new system.

1. Aggregated data as a resource to stakeholders will also inform policies and practices, further expanding collaborative opportunities with external stakeholders to streamline overall addiction and related services.
2. Completing customized programming will enable Habilitat to tailor software solutions that meet specific business needs, particularly in addiction treatment, workforce training and community reentry. Increased use of data analytics to support treatment protocols will stabilize results.
3. Creation of new information systems will enhance communication, increase technical support and enhance data security. The new department creates avenues for residents' higher learning and graduates to be employed at Habilitat and in the community.
4. Through hypothesis testing and data analysis, the significance of an impact on clinical treatment methods can be determined. Here, Habilitat will be able to statistically evaluate observed differences in resident and community outcomes and determine priority and reliable

variables impacting services. This will create a robust foundation that marries clinical experience and statistical methods to assess and implement best practice interventions.

3. Provide an action plan to achieve the stated measurable outcomes. If the Grant Activity involves a partnership, provide a description of each partner's role. Must include measurable milestones, specific events, or other performance measures appropriate to achieving the outcomes. *(3,000 character count limit)*

The database project will be completed within 43 weeks according to the timeline below:

Activity	Timeline	Measurable Milestones/Performance Measures
Build out system, clean data and transfer of existing field in collaboration with consultant.	13 weeks	Access database is terminated; all data resides new database.
Programming, including HIPAA compliance, web integration for data capture, HTML reports leading to SMS/email alerts.	20 weeks	Data capture via web integration is completed. All existing reports are recreate and able to be distributed vi SMS or email, with alerts. Security and HIPAA compliance testing is completed successfully.
Conduct testing and training of staff users. Prepare hypotheses, complete research and conclude findings impact on treatment protocols.	10 weeks	All clinical staff and department heads complete training on new system. Testing of 5 hypotheses against database history, through to conclusion on treatment protocols.

4. Provide a budget narrative that explains how the budget in Section III will achieve the desired outcomes. *(3,000 character count limit)*

The budget is $150,000, which includes: 1) $20,000 for software licensing; 2) $60,000 to build out, clean and transfer data from the existing field; 3) $40,000 for programming which will include HIPAA compliance, web integration for data capture, and HTML reports leading to SMS/email alerts; and 4) $30,000 to conduct testing and training to bring staff to full capacity use. In the 4th phase of the program, staff will prepare several treatment hypotheses for testing. There are numerous 'gut feel' sensibilities that guide current treatment protocols. We will be challenging those assumptions against the data. This will accomplish a more stringent review of the data as well as begin putting various scientific observations behind clinical methods. Once systematized, the process will then be made available to other stakeholders who wish to use data trends and patterns to inform their practices or policies.

5. Provide a timeline that is complete, realistic and appropriate to achieve the desired outcomes. This timeline should also be reflected in Section IV. *(3,000 character count limit)*

The database project will be completed within 43 weeks according to the timeline below:

Activity	Timeline
Build out, clean data and transfer of existing field in collaboration with consultant.	13 weeks
Programming, including HIPAA compliance, web integration for data capture, HTML reports leading to SMS/email alerts.	20 weeks
Conduct testing and training of staff users. Prepare hypotheses, complete research and conclude findings related to impact on treatment protocols.	10 weeks

C. Provide evidence of the agency's ability to perform the proposed grant activity through past performance, current capacity and/or plan to acquire the capacity to perform.

1. Provide data that demonstrates proven success in offering the same, similar, or related activities to achieve the proposed outcomes. *(3,000 character count limit)*

Habilitat's existing Microsoft Access database was built in-house in 1997. Clinical activities has been captured since the 1980's and includes files on over 3,300 residents. As a 16-year staff member and graduate of the Habilitat program, Habilitat's IT Manager, Scott Ryan, has been the 'guardian' of the database and has first-hand-knowledge of the work protocols in many areas of the organization including the Admissions, Clinical and Fundraising departments. He will be a key to the efficient conversion to the new system. The actual programming will be performed by outsourced programming consultant(s). However, Scott will lead the new phase for the Information Systems team.

Senior management staff and residents have already begun their education in data management. Through Chaminade University, several semesters of college-level data management courses have been successfully completed. In the first semester, the Executive Director, several department heads and most of the clinical staff completed a 10-week 'data camp' in data analysis. The new knowledge was catalyst to sparking a high level of excitement and recognition of how changing our processes would create significant and positive outcomes for the organization and beyond. Hence, the decision to pursue this grant activity and funding support.

Since the first data camp, three semesters for residents have been conducted, primarily in programming languages, but also covering data management.
At its core, the data camps have empowered residents and staff to access and learn data skills from concept to implementation. The enthusiasm among teams cannot be understated. The collective and individual experiences that resulted from participation in the data camps improved interdepartmental collaborations and communication, stretched staff beyond their comfort zones, highlighted each person's abilities and depth of learning, and offered tangible and usable information that has since been successfully implemented into processes at Habilitat.

2. Describe the applicant's capacity to successfully achieve the proposed outcomes.
OR
Provide a plan to acquire the capacity to successfully achieve the proposed outcomes (including how the applicant has acquired similar capacity in the past).

Responses should include organizational knowledge, staffing, fiscal resources, facilities and other resources, stakeholders and relationships, and other relevant resources. *(3,000 character count limit)*

The organizational commitment began with the 'aha' moments generated in the initial data camp delivered by Chaminade University, and attended by the Executive Director, Clinical staff and Department heads in 2022. New knowledge and the possibilities of data-supported decision-making were very well received by all. Through project-based learning, staff and leadership began discussions around the need and value of converting Habilitat's current database into an information system. Potential impact, relevance and expected outcomes were mapped out, along with strategies for sustainability and scalability. During the third data camp attended by staff and residents, it became evident that investing in a new IT department and corresponding workforce programming was not only desirable, but necessary. Through an iterative process, the team carefully assessed the risks, needs, viability and created a general strategic framework for proceeding with the project. Now, Habilitat is poised to launch the project with confidence and readiness to achieve its objectives. Hence, the proposed grant activity results from a careful assessment of and organizational commitment for the project.

The project lead is an existing long-time employee, Scott Ryan, who is the caretaker of the current IT structure. He is an advocate for the cultural change needed to make information more accessible organization-wide and a part of the decision-making processes. The 'heavy-lifting' of the initial data conversion and programming will be outsourced, but a key component to the project is the technical training, as well as user training.
In addition to the significant benefits an IT system will have for the organization and residents, partnerships play a pivotal role in creating vital feedback loops that emphasize a continual environment of learning, improvement and evaluation. This further translates into optimal delivery of services that result in the intended goals for success, for residents, the organization and community as a whole. For example, Habilitat's Executive Director regularly collaborates with a number of national and local therapeutic communities and nonprofits, many of which were built on the Habilitat model, to exchange ideas, techniques and data.

D. Describe the applicant's sustainability and/or additional long-term benefit to the community

1. Provide a plan for sustaining and / or expanding activities beyond the applicable grant period. *(2,000 character count limit)*

As part of its founders' mandate, Habilitat has operated as a self-sustaining nonprofit for over 50 years. The implementation of this long-term vision has enabled Habilitat to operate successfully and without gaps when other residential facilities across the nation have folded over the years. We are, in fact, one of a few remaining long-term, residential treatment programs in the U.S. By operating on a diverse income stream model including social enterprise aligned with workforce development programming, Habilitat has always been able to quickly adapt and pivot to the needs of stakeholders and clients. This has allowed us to

consistently improve upon successes, as well as provide treatment free of charge to over 90% of residents.

The grant activity will expand Habilitat's ability to transform digitally in ways that will support and lead the organization, as well as support stakeholders, for decades. Sustaining the project through a new IT and workforce development department will be the platform on which Habilitat will expand its reach, accomplish greater recruitment and retention success rates, and prepare residents for IT-related employment leading to a livable wage and secure housing upon graduation.

The long-term aspect of Habilitat's treatment program ensures client success as well as facility sustainability. Habilitat's program is 30 months, which allows residents the time needed to comprehensively gain skills that will lead to employment in the industry. And by aligning the new IT department with social enterprise activities, 2 of 4 main avenues of funding (fees for services and fundraising) are further anchored within the organization's operational functions.

2. Describe the applicant's capacity and resources to carry out the above plan (staffing, funding, etc.) beyond the grant period. *(2,000 character count limit)*

Habilitat will have a new department dedicated to managing and training users on new ways to collect and disseminate information. The IT manager, Scott Ryan, is already in place and dedicated to maintaining the system at optimum. Future utilization of the new system would only be limited by the imagination of the staff and clients. Over time, we will most likely identify additional fields to capture as we become more analytic in our treatment approaches, but these efforts will not require monetary funding. The work will be done in-house, without external resources. Building social enterprise opportunities through the IT department will also make operational costs sustainable, produce opportunities to expand external collaborations and generate higher level skills for residents.

Habilitat's conversion of 40+ years of data holds tremendous promise for both the organization and community stakeholders. Partnerships have been a key resource in the growth of Habilitat. As an example, because of the richness of Habilitat's history and existing data, the University of Hawaii recently approached us to collaborate on an AI project using our data. We are certain the new IT system will drive more collaborative opportunities, both internally and externally, for years to come.

The department heads, who would be the ultimate users of the system, have already begun their education and are committed to continue moving forward. The departments include the Executive Director, IT, Marketing, Admissions, Accounting, Administration and Clinical staff. The resources that will be required upon the completion of the grant activity are not monetary, but rather creativity and enthusiasm, which is not in short supply.

E. No CITY funds or assistance. The highest consideration will be given to applicants that do not receive other funding or any form of assistance from the CITY. While applicants that receive other funding or assistance from the CITY may apply for Grants in Aid funding, the extent of funding or assistance already received in relation to services provided must be considered prior to awarding Grants in Aid funds. A percentage of the sub-total criteria points will be awarded to Grantees based on the criteria below and the information about past funding / assistance from the CITY that follows.	
The applicant has received no award from the CITY within the last 3 years.	**10%**
The applicant has received 1-2 awards from the CITY within the last 3 years.	**7%**
The applicant has received 3-5 awards from the CITY within the last 3 years.	**5%**
The applicant has received between 6-9 awards from the CITY within the last 3 years.	**3%**
The applicant has received 10 or more awards from the CITY within the last 3 years.	**0%**

GRANTEE RECEIPT OF CITY GRANTS

Identify all CITY grants received by Grantee (or Fiscal Sponsor) in the last three (3) years. Information will be verified by the CITY.

1. Grant Activity Name & Contract #: Grant to support the Kokua I Ka Pololi: Helping Hungry, Buildng Capacity and Creating Pathways for a Way Home, #CT-DCS-2400025
   Grant Period: 09-01-2023 – 08-31-2024 Grant Amount: $200,000
   Grant Purpose: Public Service - Homeless
   Grant Activity Status: ☐ Underway ☒ Completed ☐ Canceled
   Administrating Division: Department of Community Services

2. Grant Activity Name & Contract #: Habilitat Services – Oahu Focus, #CT-DCS-21000029
   Grant Period: 12-01-2020 – 11-30-2021 Grant Amount: $125,000
   Grant Purpose:
   Grant Activity Status: ☐ Underway ☒ Completed ☐ Canceled
   Administrating Division: Department of Community Services

3. Grant Activity Name & Contract #: _____
   Grant Period: _____ Grant Amount: _____
   Grant Purpose: _____
   Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
   Administrating Division: _____

4. Grant Activity Name & Contract #: _____

E. Age Friendly Honolulu (Complete only if applying for the bonus points)
Consideration is to be given to applicants that incorporate the vision and goals of the Age-Friendly Honolulu Program (as codified in ROH Chapter 2, Article 22), including but not limited to (1) enabling residents of all ages to actively participate in activities that keep them socially engaged, healthy, and active; and (2) removing barriers to inclusion for and providing support services to vulnerable residents and/or have physical limitations.

If awarded bonus points for being an Age-Friendly Honolulu project, the Grantee will be subject to additional reporting requirements, including but not limited to name, age, and physical location of seniors being served by the project.

To be eligible for the bonus points as an Age-Friendly Honolulu project an organization must demonstrate the proposal aligns with Age-Friendly Honolulu's priorities by completing the following TWO steps:

1) Go the following website https://www.hiphi.org/age-friendly-honolulu/ to access an Age-Friendly Honolulu training video. The video should be watched by at least one (1) person from the non-profit organization in a leadership position (Executive Director, Administrator, or equivalent). This video will define an "age-friendly city" and explain what types of projects align with the Age-Friendly Honolulu Vision.

2) Complete the section below by selecting which Age-Friendly Honolulu category best fits the activities of your organization and providing a brief description of how your proposal is an Age-Friendly Honolulu project.

☐ Enabling Residents of all ages to actively participate in activities that keep them socially engaged, healthy, and active, particularly at the oldest ages

☐ Providing Kupuna with meaningful roles in the community, including mentors, volunteers, or through intergenerational programming

☐ Removing barriers to support community inclusion and accessibility for persons of all abilities.

3) How is your proposal an Age-Friendly Honolulu Project and explain how your organization can meet the additional reporting requirements if awarded? *(2,000 character count limit)*
N/A

APPENDIX A: TIER II GRANT PROPOSAL (Grants $25,000 to $150,000)
SOLICITATION NO. RGP-DCS-GIA2026

Instructions: The proposal below must be completed in full. Responses must be provided in the fillable boxes provided. Where annotated, the fillable boxes have predetermined maximum limits on character counts. Letters, numbers, punctuation marks, and spaces are included in the character count limits.

SECTION I
SUMMARY

A. Grantee Legal Name:	Hale Kipa, Inc.
B. Is Grantee a Fiscal Sponsor?	☐ Yes ☒ No
C. Grant Activity Name:	Ohana Resilience Center – Purchase & Install Central Air Conditioning

D. Briefly describe the Grantee's background, history (including year established), and mission. *(400 character count limit)*

Hale Kipa was founded in 1970 as an IRS-designated 501(c)(3) emergency shelter. It has grown to include therapeutic care/foster homes, juvenile justice resources, services for victims of sex trafficking, street outreach/houseless services, transitional/independent living, and prevention and outreach services to fill gaps for children, youth, and young adults statewide, ages 5-25. Its mission is to provide opportunities and environments that strengthen and encourage youth, their families, and communities to actualize their potential and social responsibility.

E. Briefly describe the Grant Activity and public need being filled. *(400 character count limit)*

Ohana Resilience Center (ORS) opened in October 2023 to provide trauma-informed family-strengthening services to Ewa Beach and neighboring communities. ORS also offers houseless shelter for two young pregnant/parenting families and holds community classes. The challenge is that the house is hot, even with windows open and fans high (making it hard to hear). It is not conducive to living/learning. The residents (especially babies) are uncomfortable when trying to sleep.

F. Briefly summarize Grant Activity outcomes and measures of success, including number and description of those served. *(400 character count limit)*

Provide a livable learning environment where participants, visitors, and staff thrive. Hale Kipa is doing this by seeking funding, researching various air conditioning systems, hiring the contractor, purchasing the system, installing/testing it, and providing regular maintenance. Hale Kipa anticipates offering day and evening classes weekly serving 250 people annually.

G. Council District
Check all districts that will benefit from the Grant Activity. Provide the amount requested per district. Amounts must be in whole numbers only.

☒ District 1 $10,000	☒ District 2 $10,000	☐ District 3 $
☐ District 4 $	☐ District 5 $	☐ District 6 $

☐ District 7 $	☐ District 8 $	☒ District 9 $40,000
Total Amount Requested (must be $25,000 to $150,000)	$60,000	

H. Type of Grant Activity (pick ONE category that best reflects the Grant Activity):		
1. Public Services: Projects in this category will support qualified public services and programs for the target populations deemed by the CITY to be most vulnerable.		
☐ A. Public Service – Seniors	☐ B. Public Service - Children	☐ C. Public Service - Disabilities
☐ D. Public Service – Homeless	☐ E. Public Service – Domestic Violence	☐ F. Public Service – Substance Abuse
☐ G. Public Service – Mental Health	☒ H. Public Service – Other (describe): Youth and Families	
2. Arts, Culture, Community/Economic Development, and the Environment: Projects in this category will support the sustainable improvement in the well-being and quality of life of local communities, especially low- to moderate income areas.		
☐ A. Arts	☐ B. Culture	☐ C. Community Development
☐ D. Economic Development	☐ E. Environment	

GRANTEE'S CERTIFICATION AND SIGNATURE

The undersigned, subject to personal liability and penalty under applicable law, certifies that he or she: (i) is authorized to sign this Grant Proposal; (ii) personally prepared or reviewed the matters found in this Grant Proposal (including any related documents/attachments); (iii) asserts all statements made in this Grant Proposal (including all attachments) are true, accurate and complete; (iv) has the requisite skills and knowledge to assert the foregoing certification; and (v) has complied and shall continue to comply with all applicable requirements of Chapter 6, Article 29 of the Revised Ordinances of Honolulu 2021, as amended (Link), regarding private organizations receiving grants of public funds from the City and County of Honolulu.

Signature of Grantee (Fiscal Sponsor) Officer
Printed Name and Title: Venus Kau'iokewekiu Rosete-Medeiros, President & CEO

11/20/24
Date

CERTIFICATE OF THE BOARD OF DIRECTORS NO OBLIGATIONS IN ARREARS

The undersigned Chair of the Board of Hale Kipa, Inc. ("Grantee") hereby certifies that the Grantee or any principal of the GRANTEE or sponsored organization (where the Grantee is a Fiscal Sponsor) is not in arrears on any financial or other obligation owed to the City & County of Honolulu, a municipal corporation of the State of Hawaii.

(Signature)

Michael Magaoay, Board Chair
(Print name)

CERTIFICATE OF THE BOARD OF DIRECTORS AUTHORIZATION TO ASSIGN AUTHORITY

The undersigned Chair of the Board of Hale Kipa, Inc. ("Grantee") hereby certifies that Venus Kau'iokewekiu Rosete-Medeiros (name), President & Chief Executive Officer (title), has been authorized by the Board of Directors to sign proposals, contracts, and related documents on behalf of the Grantee. Accordingly, I hereby assign the authority by the Board to execute proposals, contracts, and contract amendments on behalf of the Grantee, and further certify that the assigned is given the power and authority to do all things necessary to implement, maintain, amend, or renew such contracts, including but not limited to the delegation of signing authority to another employee of the Grantee.

(Signature)

Michael Magaoay, Board Chair
(Print name)

STATE OF HAWAII)
CITY AND COUNTY OF HONOLULU)

On this 26TH day of NOVEMBER, 2024 before me appeared MICHAEL MAGAOAY, personally known to me, who, being by me duly sworn, did say that he/she is the BOARD CHAIR of HALE KIPA, INC. and that the corporation has no corporate seal, and that said instrument was signed in behalf of said corporation by authority of its Board of Directors, and said HE acknowledged said instrument to be the free act and deed of said corporation.

Notary Public, State of Hawaii

My Commission expires: OCTOBER 29, 2026

BEATA SAITO
NOTARY PUBLIC
No. 06-649
STATE OF HAWAII

Doc. Date: NOVEMBER 26, 2024 # Pages 1
Name: BEATA SAITO FIRST Circuit
Doc. Description: CERT OF THE BOARD OF DIRECTORS NO OBLIGATION IN ARREARS / AUTH TO ASSIGN AUTH

Signature Date
NOTARY CERTIFICATION

BEATA SAITO
NOTARY PUBLIC
No. 06-649
STATE OF HAWAII

SECTION II
GRANT ACTIVITY INFORMATION

A. Describe how the community need, stated problem/issue, and target population are effectively validated. The description must include how the public services' target population is vulnerable or how the arts, culture, community/economic development, or environmental activities will especially support low- to moderate-income areas.

1. Provide substantive data and other qualifying information to demonstrate how the problem/issue impacts the target population and is a community priority that needs to be addressed. *(5,000 character count limit)*

ORS opened its doors to the community in October 2023. Since then, it has provided life skills, financial literacy, entrepreneurship, workforce development, parenting classes, success coaching, and mental health services to nearly 150 (76 unduplicated) youth, young adults, and local community members. In addition, ORS housed six houseless young women and their children in its first year. The following offers substantive data and qualifying information to support this funding request:

1. Environmental and Climate Factors

- **Local Climate Data**: Ewa Beach experiences warm, tropical weather with average high temperatures of 80–90°F year-round and high humidity levels, often exceeding 70%. These conditions can create an uncomfortable indoor environment.
    - Source: National Weather Service or local meteorological data.
- **Heat Index**: The combination of temperature and humidity can result in a high heat index, increasing the risk of heat-related illnesses indoors without proper cooling.

2. Health and Comfort Impacts

- **Thermal Comfort Standards**: Research indicates that optimal indoor temperatures for productivity and health are around 72–76°F. Temperatures above this range can lead to heat stress, reduced cognitive performance, and fatigue.
    - Source: ASHRAE Standard 55 (Thermal Environmental Conditions for Human Occupancy).
- **Health Risks**: Prolonged exposure to high heat and humidity can lead to dehydration, heat exhaustion, and heat stroke, particularly in vulnerable populations.
    - Local context: Training centers may include students or trainees who could be more sensitive to heat.

3. Operational and Educational Impacts

- **Cognitive Performance**: Studies have shown that excessive heat reduces focus, memory retention, and task accuracy, particularly in educational and training settings.
    - Supporting study: "The Impact of Temperature on Cognitive Function and Learning Outcomes" (Journal of Environmental Psychology).
- **Equipment Performance**: Certain training equipment, especially electronics or machinery, may perform poorly or fail under high-temperature conditions.
- **Attendance and Retention**: Comfortable environments are associated with better attendance rates and increased participant satisfaction in training programs.

4. Financial and Energy Considerations

- **Cost of Installation vs. Benefits**: While the upfront cost of installing air conditioning may be significant, benefits include:
  - Reduced absenteeism and improved productivity.
  - Prolonged lifespan of equipment.
  - Energy-efficient solutions like ductless or central HVAC units with smart thermostats can lower ongoing energy costs.
- **Energy Efficiency Incentives**: Research federal, state, or local grants, tax credits, or programs like Hawaii Energy, which offers incentives for energy-efficient installations.
- **Cost of Inaction**: Quantify potential losses due to reduced training efficacy, equipment damage, or health-related absences.

5. Community and Stakeholder Considerations

- **Local Stakeholder Input**: Feedback from trainees, instructors, and staff at the center can provide qualitative data on the need for air conditioning.
- **Comparative Analysis**: Highlight other similar facilities in Hawaii or regions with comparable climates that have implemented air conditioning, demonstrating precedent and success.

6. Sustainability and Environmental Impact

- **Energy-Efficient Solutions**: Consider eco-friendly air conditioning options, such as systems with high SEER ratings, use of renewable energy (e.g., solar-powered systems), or passive cooling designs.
- **Carbon Footprint Reduction**: Implementing energy-efficient systems aligned with Hawaii's push for sustainability goals (e.g., the Hawaii Clean Energy Initiative).

Additional Supportive Data

- **Surveys or Case Studies**: Collect testimonials or survey data from other organizations in Hawaii that added air conditioning and observed measurable improvements.
- **Cost-Benefit Analysis**: Present a detailed comparison of potential costs and expected benefits in terms of performance, health, and satisfaction.

B. Describe the proposed plan

1. Provide a description of the Grant Activity. This description will be used as the scope of services in the contract. Describe why you chose this Grant Activity and how it will effectively address the community's problem / need. *(3,000 character count limit)*

In 2023, Hale Kipa was granted approval from the C&C of Honolulu—Department of Community Service to purchase, install, and maintain central air conditioning in ORS located at 91-1259 Renton Road, Ewa Beach, HI 96706 (a property owned by the C&C of Honolulu). Since its approval, Hale Kipa has been actively seeking funding for this project; however, local funders have been reticent to fund this improvement since Hale Kipa does not own the building.

To date, Hale Kipa has received four viable proposals from local HVAC companies. Once funding is secured, Hale Kipa will:

1. Contract review and approval
2. Notice to Proceed from the C&C of Honolulu
3. Request updated proposals
4. Review proposals and select HVAC installer
5. Schedule installation (contractor will need 5 days to install)
6. Resume full operations within the site

Once installed, ORS will draw more participants to its classes and provide a healthy, comfortable environment so that people will want to continue their education, healing, and growth.

2. Provide measurable outcomes, describe how outcomes are aligned with the purposes and priorities of the Grants in Aid Fund, and describe how outcomes directly benefit the target population. *(3,000 character count limit)*

Public Services should begin with a statement of the number of individuals that the Grant Activity will directly benefit during the Grant Term.

Arts, Culture, Community/Economic Development or Environment should begin with a statement as to how the Grant Activity supports the sustainable improvement in the well-being and quality of life of local communities, especially low to moderate income areas.

Installation of air conditioning will achieve the following measurable outcomes:

1. Improved Participant Comfort & Health

- **Outcome**: Maintain indoor temperatures within the ASHRAE-recommended range of 72–76°F year-round, reducing heat-related complaints by 90% based on pre-and post-installation surveys.
    - **Measurement**: Conduct regular surveys to assess participant comfort levels before and after installation. Monitor health incident reports (e.g., heat-related issues) over 12 months.

2. Enhanced Educational & Training Outcomes

- **Outcome**: Increase participant focus and cognitive performance, evidenced by a 20% improvement in training completion rates and exam scores.
    - **Measurement**: Compare training outcomes, attendance rates, and satisfaction surveys from prior years to post-installation metrics.

3. Increased Utilization of the Facility

- **Outcome**: Facility usage will boost by 25% within one year as the space becomes more conducive to hosting longer sessions and additional programming.
    - **Measurement**: Track facility booking rates and participant attendance records.

4. Reduction in Equipment Malfunctions

- **Outcome**: Maintaining stable indoor temperatures extends the lifespan of electronic equipment, reducing malfunctions by 30%.
    - **Measurement**: Document equipment maintenance and repair logs before and after air conditioning installation.

5. Energy Efficiency & Sustainability

- **Outcome**: Install an energy-efficient cooling system with at least a 16 SEER rating, which will reduce the facility's overall energy usage by 15% compared to traditional systems.

- **Measurement**: Analyze energy bills and usage data for a year post-installation.

Alignment with C&C of Honolulu GIA Priorities

The proposed project aligns with the purposes and priorities of the C&C of Honolulu GIA Program by addressing key community needs and advancing sustainable practices:

1. Promoting Health & Safety: The project creates a safer, healthier indoor environment, directly supporting the well-being of trainees, instructors, and staff. This aligns with the grant's priority of enhancing public health and safety within the community.

2. Supporting Educational & Workforce Development: The project contributes to workforce development by improving the learning environment to ensure trainees can focus and succeed. This aligns with priorities aimed at enhancing education and employment opportunities.

3. Enhancing Accessibility & Inclusivity: A comfortable, climate-controlled space makes the facility more accessible to community members of all ages and individuals with heat sensitivities.

4. Sustainability & Environmental Responsibility: Incorporating energy-efficient AC systems and exploring renewable energy options, such as solar-powered cooling, supporting Honolulu's sustainability goals and reducing the facility's carbon footprint.

5. Fostering Community Engagement: The improved environment will enable ORS to expand its programming, attracting more participants and fostering a greater sense of community.

3. Provide an action plan to achieve the stated measurable outcomes. If the Grant Activity involves a partnership, provide a description of each partner's role. Must include measurable milestones, specific events, or other performance measures appropriate to achieving the outcomes. *(3,000 character count limit)*

Phase 1: Planning & Assessment (Month 1–2)

1. Conduct Needs Assessment

- **Objective**: Collect baseline data on facility conditions, user satisfaction, and health-related issues.
- **Tasks**:
  - Survey staff and trainees to evaluate comfort and performance issues.
  - Assess the condition of current equipment and energy systems.
  - Review historical attendance and performance metrics.
- **Responsibility**: Facility management and program staff.

2. Develop Specifications for the Cooling System

- **Objective**: Identify an energy-efficient air conditioning system that meets the facility's needs.
- **Tasks**:
  - Engage HVAC contractors to recommend systems with high SEER ratings and energy-efficient features.
  - Evaluate potential renewable energy options, such as solar-powered systems.
- **Responsibility**: HVAC contractor and sustainability consultant.

Phase 2: Funding & Approval (Month 3–4)

1. Secure Funding

- **Objective**: Obtain financial support through the City & County of Honolulu Grant-in-Aid program.
- **Tasks**:

    - Submit the grant application, incorporating measurable outcomes and alignment with grant priorities.
    - Identify and apply for supplemental funding sources (e.g., Hawaii Energy rebates and federal tax credits).
- **Responsibility**: Grant writer and financial officer.

2. Obtain Necessary Approvals

- **Objective**: Ensure compliance with local regulations and secure permits for installation.
- **Tasks**:
    - Submit permit applications to relevant authorities.
    - Address any zoning or environmental requirements.
- **Responsibility**: Facility management team.

Phase 3: Installation & Setup (Month 5–7)

1. Procure Equipment & Services

- **Objective**: Purchase and install the selected air conditioning system.
- **Tasks**:
    - Hire a licensed contractor to install.
    - Procure additional components, such as smart thermostats or solar panels.
- **Responsibility**: Facility management and contractor.

2. Install & Test the System

- **Objective**: Ensure proper functionality and energy efficiency of the new system.
- **Tasks**:
    - Complete installation.
    - Conduct system tests to verify performance and compliance with energy standards.
    - Train staff on system operation and maintenance.
- **Responsibility**: Contractor and HVAC specialist.

Phase 4: Implementation & Monitoring (Month 8–12)

1. Monitor Performance & Usage

- **Objective**: Measure the impact of the air conditioning system on facility conditions and outcomes.
- **Tasks**:
    - Track temperature and humidity levels in the facility.
    - Collect user feedback through surveys.
    - Compare energy bills and equipment maintenance costs pre- and post-installation.
- **Responsibility**: Facility management team.

2. Assess Educational & Training Outcomes

- **Objective**: Evaluate the system's impact on participant performance and satisfaction.
- **Tasks**:
    - Analyze training completion rates and attendance records.
    - Conduct surveys to measure changes in focus and comfort.
- **Responsibility**: Program staff.

Phase 5: Reporting & Continuous Improvement (Month 13+)

1. Report Outcomes

- **Objective**: Share findings with stakeholders and grant providers to demonstrate project success.
- **Tasks**:
    - Prepare a detailed report including survey results, energy savings data, and educational outcomes.

- Submit the report to the City & County of Honolulu.
- **Responsibility**: Facility management.

2. Plan for Future Enhancements

- **Objective**: Ensure ongoing sustainability and optimize facility conditions.
- **Tasks**:
  - Schedule regular maintenance for the cooling system.
  - Explore additional upgrades (e.g., energy storage solutions like battery systems).
- **Responsibility**: Facility management team.

This action plan provides a clear roadmap to achieving the stated measurable outcomes while ensuring alignment with the priorities of the C&C of Honolulu.

4. Provide a budget narrative that explains how the budget in Section III will achieve the desired outcomes. *(3,000 character count limit)*

Hale Kipa released a Request for Proposals (RFP) in July 2024. Four proposals have been received. Recognizing that the GIA funds will not be available until FY2026, Hale Kipa is aware that the cost of materials and labor may increase when the project is funded and underway. Hale Kipa is requesting funding to purchase and install the appropriate AC system in this 2000-square-foot, four-bedroom, 3.5-bath house located at 91-1259 Renton Road, Ewa Beach, HI 96706.

5. Provide a timeline that is complete, realistic and appropriate to achieve the desired outcomes. This timeline should also be reflected in Section IV. *(3,000 character count limit)*

Phase 1: Planning & Assessment (Month 1–2) ***COMPLETED***

1. **Conduct Needs Assessment**
   - Survey staff and trainees (Week 1–2).
   - Assess current equipment and energy systems (Week 3).
   - Review historical metrics (Week 4).
2. **Develop Specifications for the Cooling System**
   - Engage HVAC contractors (Week 5).
   - Evaluate renewable energy options (Week 6).

Phase 2: Funding & Approval (Month 3–4)

1. **Secure Funding**
   - Submit grant applications (Week 1–3).
   - Explore supplemental funding (Week 1–2).
2. **Obtain Necessary Approvals**
   - Submit permit applications (Week 3).
   - Address zoning and environmental requirements (Week 4).

Phase 3: Installation & Setup (Month 5–7)

1. **Procure Equipment & Services**
   - Hire a contractor and order equipment (Week 1–4).
   - Acquire smart thermostats and/or solar panels (Week 1).
2. **Install & Test the System**
   - Complete system installation (Week 2–3).

- Conduct performance tests and staff training (Week 3–4).

Phase 4: Implementation & Monitoring (Month 8–12)

1. **Monitor Performance & Usage**
   - Begin data collection on temperature, energy bills, and user feedback (Week 1– Week 4).
2. **Assess Educational & Training Outcomes**
   - Evaluate participant performance and satisfaction (Last 3 months).

Phase 5: Reporting & Continuous Improvement (Month 13+)

(Year 2) Onward

1. **Report Outcomes**
   - Prepare and submit a detailed report (Q1, Year 2).
2. **Plan for Future Enhancements**
   - Schedule system maintenance and explore upgrades (Ongoing).

C. Provide evidence of the agency's ability to perform the proposed grant activity through past performance, current capacity and/or plan to acquire the capacity to perform.

1. Provide data that demonstrates proven success in offering the same, similar, or related activities to achieve the proposed outcomes. *(3,000 character count limit)*

Hale Kipa opened its Harry & Jeanette Weinberg Youth Services Center at 91-2128 Old Fort Weaver Road, Ewa Beach, HI 96706, in January 2020. COO Tracy Janowicz served as the project manager during the Capital Campaign, pre-construction, and construction phases of the project. She has also overseen facilities at Hale Kipa from 2004 to 2014 and from 2021 to the present.

Sean Spriggs, Hale Kipa's Facilities Farm Manager, has over 12 years of experience in commercial and residential repair and renovation.

2. Describe the applicant's capacity to successfully achieve the proposed outcomes.
OR
Provide a plan to acquire the capacity to successfully achieve the proposed outcomes (including how the applicant has acquired similar capacity in the past).

Responses should include organizational knowledge, staffing, fiscal resources, facilities and other resources, stakeholders and relationships, and other relevant resources. *(3,000 character count limit)*

Operational for over 54 years, Hale Kipa has a long and successful history of providing numerous services in our community. It regularly achieves its outcomes. It is a Council on Accreditation accredited agency and has upheld Child Placing and Caring licenses. It has policies and procedures to improve, standardize, and support the delivery of our case management and therapeutic services. It has demonstrated a long commitment to this population and seeks to provide more services to support parents and the entire family. It operates on trauma-informed care, positive youth development, and strengths-based

approaches and is a community collaborator. It is aware that the agency cannot provide for every family's need, and we partner with diverse community resources, including the Department of Human Services, Family Court, Child and Adolescent Mental Health Division, schools, many community agencies, as well as natural support systems. Hale Kipa also partners with other social, recreational, and cultural agencies to provide new and enhanced experiences for our participants. Hale Kipa a fiscally responsible agency, has positive relationships with our referral sources and funders, and has strong leadership. Hale Kipa has successfully managed previous City GIA initiatives and remains responsive to City directives and feedback.

D. Describe the applicant's sustainability and/or additional long-term benefit to the community

1. Provide a plan for sustaining and / or expanding activities beyond the applicable grant period. *(2,000 character count limit)*

Hale Kipa's central air conditioning units are currently on quarterly maintenance plans. Once installed, the ORS system will be added to our quarterly maintenance contract (currently with Elite Mechanical and may change to another provider in 2025. We anticipate issuing an RFP in March/April 2025 with service to begin July 2025). The units Hale Kipa is considering if funding was available today include a 10-year complete warranty, with documented performance histories offering over 20 years of use if regularly serviced and well maintained.

2. Describe the applicant's capacity and resources to carry out the above plan (staffing, funding, etc.) beyond the grant period. *(2,000 character count limit)*

Hale Kipa's COO, Tracy Janowicz, and Facilities Manager, Sean Spriggs, oversee this project. Ms. Janowicz has over 20 years of experience with facility management, including HVAC systems. Mr. Spriggs has over 12 years of experience in Property Management and general maintenance, including HVAC systems.

E. No CITY funds or assistance.
The highest consideration will be given to applicants that do not receive other funding or any form of assistance from the CITY. While applicants that receive other funding or assistance from the CITY may apply for Grants in Aid funding, the extent of funding or assistance already received in relation to services provided must be considered prior to awarding Grants in Aid funds.

A percentage of the sub-total criteria points will be awarded to Grantees based on the criteria below and the information about past funding / assistance from the CITY that follows.

The applicant has received no award from the CITY within the last 3 years.	**10%**
The applicant has received 1-2 awards from the CITY within the last 3 years.	**7%**
The applicant has received 3-5 awards from the CITY within the last 3 years.	**5%**
The applicant has received between 6-9 awards from the CITY within the last 3 years.	**3%**
The applicant has received 10 or more awards from the CITY within the last 3 years.	**0%**

GRANTEE RECEIPT OF CITY GRANTS

Identify all CITY grants received by Grantee (or Fiscal Sponsor) in the last three (3) years. Information will be verified by the CITY.

1. Grant Activity Name & Contract #: ESG-CT-DCS-200172
   Grant Period: 7/1/20-6/30/21 Grant Amount: 62,941
   Grant Purpose: Emergency Shelter
   Grant Activity Status: ☐ Underway ☒ Completed ☐ Canceled
   Administrating Division: Community Services

2. Grant Activity Name & Contract #: GIA-CT-DCS-2100030
   Grant Period: 1/1/21-12/31/21 Grant Amount: 60,000
   Grant Purpose: Emergency Shelter
   Grant Activity Status: ☐ Underway ☒ Completed ☐ Canceled
   Administrating Division: Community Services

3. Grant Activity Name & Contract #: ESG-CT-DCS-2200100
   Grant Period: 7/1/21-7/31/22 Grant Amount: 377,568
   Grant Purpose: Hale Lanipolua Assessment Center
   Grant Activity Status: ☐ Underway ☒ Completed ☐ Canceled
   Administrating Division: Community Services

4. Grant Activity Name & Contract #: Housing First, CT-DCS-2000189
   Grant Period: 5/15/20-5/14/23 Grant Amount: 585,738
   Grant Purpose: Permanent Supportive Housing
   Grant Activity Status: ☐ Underway ☒ Completed ☐ Canceled

Administrating Division: Community Services

5. Grant Activity Name & Contract #: Housing First Increment IV Project, CT-DCS-2400107
   Grant Period: 5/15/23-5/11/24 Grant Amount: 282,007
   Grant Purpose: Permanent Supportive Housing
   Grant Activity Status: ☒ Underway ☐ Completed ☐ Canceled
   Administrating Division: Community Services

6. Grant Activity Name & Contract #: CDBG, CF-DCS-2400092
   Grant Period: 12/22/22-6/30/24 Grant Amount: 135,138
   Grant Purpose: Emergency Shelter & Family Assessment Center
   Grant Activity Status: ☐ Underway ☒ Completed ☐ Canceled
   Administrating Division: Community Services

7. Grant Activity Name & Contract #: ESG, CT-DCS-2300195
   Grant Period: 6/30/23-6/30-24 Grant Amount: 128,390.98
   Grant Purpose: Emergency Shelter
   Grant Activity Status: ☐ Underway ☒ Completed ☐ Canceled
   Administrating Division: Community Services

8. Grant Activity Name & Contract #: _____
   Grant Period: _____ Grant Amount: _____
   Grant Purpose: _____
   Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
   Administrating Division: _____

9. Grant Activity Name & Contract #: _____
   Grant Period: _____ Grant Amount: _____
   Grant Purpose: _____
   Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
   Administrating Division: _____

10. Grant Activity Name & Contract #: _____
    Grant Period: _____ Grant Amount: _____
    Grant Purpose: _____
    Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
    Administrating Division: _____

E. Age Friendly Honolulu (Complete only if applying for the bonus points)
Consideration is to be given to applicants that incorporate the vision and goals of the Age-Friendly Honolulu Program (as codified in ROH Chapter 2, Article 22), including but not limited to (1) enabling residents of all ages to actively participate in activities that keep them socially engaged, healthy, and active; and (2) removing barriers to inclusion for and providing support services to vulnerable residents and/or have physical limitations.

If awarded bonus points for being an Age-Friendly Honolulu project, the Grantee will be subject to additional reporting requirements, including but not limited to name, age, and physical location of seniors being served by the project.

To be eligible for the bonus points as an Age-Friendly Honolulu project an organization must demonstrate the proposal aligns with Age-Friendly Honolulu's priorities by completing the following TWO steps:

1) Go the following website https://www.hiphi.org/age-friendly-honolulu/ to access an Age-Friendly Honolulu training video. The video should be watched by at least one (1) person from the non-profit organization in a leadership position (Executive Director, Administrator, or equivalent). This video will define an "age-friendly city" and explain what types of projects align with the Age-Friendly Honolulu Vision.

2) Complete the section below by selecting which Age-Friendly Honolulu category best fits the activities of your organization and providing a brief description of how your proposal is an Age-Friendly Honolulu project.

☐ Enabling Residents of all ages to actively participate in activities that keep them socially engaged, healthy, and active, particularly at the oldest ages

☐ Providing Kupuna with meaningful roles in the community, including mentors, volunteers, or through intergenerational programming

☐ Removing barriers to support community inclusion and accessibility for persons of all abilities.

3) How is your proposal an Age-Friendly Honolulu Project and explain how your organization can meet the additional reporting requirements if awarded? *(2,000 character count limit)*

Proposal 41

APPENDIX A: TIER I GRANT PROPOSAL (Grants between $5,000 and $10,000)
SOLICITATION NO. RGP-DCS-GIA2026

Instructions: The proposal below must be completed in full. Responses must be provided in the fillable boxes provided. Where annotated, the fillable boxes have predetermined maximum limits on character counts. Letters, numbers, punctuation marks, and spaces are included in the character count limits.

SECTION I
SUMMARY

A. Grantee Legal Name:	Haleiwa Main Street
B. Is Grantee a Fiscal Sponsor?	Yes (No)
C. Grant Activity Name:	Haleiwa 4th of July Fireworks and Community Festival

D. Briefly describe the Grantee's background, history (including year established), and mission. *(400 character count limit)*

Founded in 1985, Haleiwa Main Street DBA North Shore Chamber of Commerce is a 501(c)3 non-profit whose mission is to promote and maintain the historic, cultural, civic and economic welfare of the North Shore community. With predominantly self-generated funds, an all-volunteer board of directors and only 2 paid staff, the NSCC is a small but mighty organization.

E. Briefly describe the single event, performance, class, or other non-programmatic Grant Activity and need being filled. *(400 character count limit)*

The Haleiwa 4th of July Fireworks and Community Festival is one of the largest community events in the district and the only public festivity in the region. It fosters a sense of community, stimulates the local economy and boasts a 14-minute fireworks display. The closest alternatives are at Turtle Bay (designed for tourists at an exclusionary cost) and Schofield Barracks (requires military ID).

F. Briefly summarize single event, performance, class, or other non-programmatic Grant Activity outcomes and measures of success, including number and description of those served. *(400 character count limit)*

This recurring festival aims to promote community and revenue. It provides free and safe firework viewing from a wheelchair accessible park, as well as the majority of the district. The 7k participants span all ages, incomes and disabilities. 30 local vendors generate over $30k in revenue while local businesses benefit from increased foot traffic.

G. Council District
Check all districts that will benefit from the Grant Activity. Provide the amount requested per district. Amounts must be in whole numbers only.

District 1 $	District 2 $10,000	District 3 $
District 4 $	District 5 $	District 6 $

District 7 $	District 8 $	District 9 $
Total Amount Requested (must be between $5,000 and $10,000)	$10,000	

H. Type of Grant Activity (pick ONE category that best reflects the Grant Activity):		
1. Public Services: Single event, performance, class, or other non-programmatic projects in this category will support qualified public services and programs for the target populations deemed by the CITY to be most vulnerable.		
A. Public Service – Seniors	B. Public Service - Children	C. Public Service - Disabilities
D. Public Service – Homeless	E. Public Service – Domestic Violence	F. Public Service – Substance Abuse
G. Public Service – Mental Health	H. Public Service – Other (describe):	
2. Arts, Culture, Community/Economic Development, and the Environment: Single event, performance, class or other non-programmatic projects in this category will support the sustainable improvement in the well-being and quality of life of local communities, especially low- to moderate income areas.		
A. Arts	B. Culture	(C. Community Development)
D. Economic Development	E. Environment	

GRANTEE'S CERTIFICATION AND SIGNATURE

The undersigned, subject to personal liability and penalty under applicable law, certifies that he or she: (i) is authorized to sign this Grant Proposal; (ii) personally prepared or reviewed the matters found in this Grant Proposal (including any related documents/attachments); (iii) asserts all statements made in this Grant Proposal (including all attachments) are true, accurate and complete; and (iv) has the requisite skills and knowledge to assert the foregoing certification and (v) has complied and shall continue to comply with all applicable requirements of Chapter 6, Article 29 of the Revised Ordinances of Honolulu 2021, as amended (Link), regarding private organizations receiving grants of public funds from the City and County of Honolulu.

M. B.

Signature of Grantee (Fiscal Sponsor) Officer

11-21-24

Date

Printed Name and Title: Mike Biechler
President/Chair

CERTIFICATE OF THE BOARD OF DIRECTORS NO OBLIGATIONS IN ARREARS

The undersigned of the Board ("Grantee") hereby certifies that the Grantee or any principal of the Grantee or sponsored organization (where the Grantee is a Fiscal Sponsor) is not in arrears on any financial or other obligation owed to the City & County of Honolulu, a municipal corporation of the State of Hawaii.

(Signature)

Mike Biechler
(Print name)

CERTIFICATE OF THE BOARD OF DIRECTORS AUTHORIZATION TO ASSIGN AUTHORITY

The undersigned of the Board ("Grantee") hereby certifies that Michael Biechler (name), President (title), has been authorized by the Board of Directors to sign proposals, contracts, and related documents on behalf of the Grantee. Accordingly, I hereby assign the authority by the Board to execute proposals, contracts, and contract amendments on behalf of the Grantee, and further certify that the assigned is given the power and authority to do all things necessary to implement, maintain, amend, or renew such contracts, including but not limited to the delegation of signing authority to another employee of the Grantee.

Carol Philips
(Signature)

Carol Philips
(Print name)

STATE OF HAWAII)
CITY AND COUNTY OF HONOLULU)

On this 22nd day of November, 2024, before me appeared Carol Philips, personally known to me, who, being by me duly sworn, did say that he/she is the Vice President of Haleiwa Main Street and that the corporation has no corporate seal, and that said instrument was signed in behalf of said corporation by authority of its Board of Directors, and said she acknowledged said instrument to be the free act and deed of said corporation.

JODIE M. LERNER NOTARY PUBLIC No. 2001-589 STATE OF HAWAII

Notary Public, State of Hawaii

My Commission expires: JUN 26 2027

Doc. Date: undated # Pages 4
Name: JODIE M LERNER 1st Circuit
Doc. Description: Certificate of the Board of Directors authorization to assign authority

Signature NOV 22 2024 Date

NOTARY CERTIFICATION

JODIE M. LERNER NOTARY PUBLIC No. 2001-589 STATE OF HAWAII

SECTION II
GRANT ACTIVITY INFORMATION

A. Describe how the community need, stated problem / issue, and target population are effectively validated. The description must include how the single event, performance, class, or other non-programmatic public services target population is vulnerable or how the arts, culture, community/economic development, or environmental activities will especially support low- to moderate income areas.

1. Describe why you chose this Grant Activity and how it will effectively address the community's problem / need. *(500 character count limit)*

The 4th of July Festival fosters community development by supporting local micro-enterprises and providing the only regional alternative to the exclusive and costly fireworks displays at Schofield Barracks and Turtle Bay. This event strengthens collective identity by providing an free, inclusive event where people of all ages, incomes, abilities and backgrounds can come together to celebrate, offering a sense of place and pride in our community.

B. Describe the proposed plan

1. Provide measurable outcomes, describe how outcomes are aligned with the purposes and priorities of the Grants in Aid Fund, and describe how outcomes directly benefit the target population. *(500 character count limit)*

Arts, Culture, Community/Economic Development or Environment should begin with a statement as to how the Grant Activity supports the sustainable improvement in the well-being and quality of life of local communities, especially low to moderate income areas.

District 2 is economically stratified: Waialua's median income is $87k yet its poverty rate exceeds the national average. By offering a free, inclusive event and promoting micro-enterprises, the event contributes to the long-term well-being of the area, fostering pride, joy and positive economic impacts for all. Success can be gaged by crowd size and vendor ROI. A 7k crowd size would indicate that most of the district's 7,756 population benefitted from the event, either socially or economically.

2. Provide an action plan to achieve the stated measurable outcomes. If the single event, performance, class, or other non-programmatic Grant Activity involves a partnership, provide a description of each partner's role. Must include measurable milestones, specific events, or other performance measures appropriate to achieving the outcomes. *(1,000 character count limit)*

The NSCC has a repeatable plan that's worked successfully for 3 years. The festival is run by the NSCC Marketing & Events Committee and many volunteers. Important milestones and success metrics for the event are as follows:

1.) April 1, 2025: Contract with pyrotechnics vendor
2.) April 1, 2025: Advertise and request donations / sponsorships from local businesses and individuals
3.) June 1, 2025: at least $45k of $55.5k secured
4.) June 1, 2025: Secure City Parks Dept. and DLNR permits for use of park and fireworks over ocean
5.) June 1, 2025: Begin advertising and press releases
6.) June 15, 2025: Secure 25-30 vendors
7.) June 20, 2025: Site walkthrough and prepare site plan
7.) July 3, 2025: Prepare site for vendors and event equipment
8.) July 4-5, 2025: Site cleanup
9.) July 7-11: poll vendors for revenue report

Success Metrics:
a) 14 minute fireworks display
b) 7k or more attendees
c) All vendors reporting ROI
d) $1k or more revenue per vendor

3. Provide a narrative that explains how the budget in Section III and the deliverable schedule in Section IV will achieve the desired outcomes. (*1,000 character count limit)*

The submitted budget & schedule have succeeded for 3 years. Securing the pyrotechnics contract first ensures that the event's lynchpin is successfully delivered. Waste management and crowd safety measures ensure a safe and sanitary event. Securing 80% of the funding by June 1 enables the NSCC to dedicate adequate time to event preparation. Finally, the scheduled cleanup ensures the park remains undamaged.

Revenue generating celebrations that aren't tourist-centric are essential to creating a sense of community. As a free, impressive, inclusive event, the Festival strengthens community identity, increases local pride and drives the local economy. North Shore families can gather, celebrate, support local business and watch the fireworks from wherever they are comfortable. Micro-enterprises will earn profit that helps support their families and expand their businesses; regional establishments will see increased business, helping them continue to offer local services and jobs.

C. No CITY funds or assistance.
The highest consideration will be given to applicants that do not receive other funding or any form of assistance from the CITY. While applicants that receive other funding or assistance from the CITY may apply for Grants in Aid funding, the extent of funding or assistance already received in relation to services provided must be considered prior to awarding Grants in Aid funds.

A percentage of the sub-total criteria points will be awarded to Grantees based on the criteria below and the information about past funding / assistance from the CITY that follows.

The applicant has received no awards from the CITY within the last 3 years.	**10%**
The applicant has received 1-2 awards from the CITY within the last 3 years.	7%
The applicant has received 3-5 awards from the CITY within the last 3 years.	5%
The applicant has received 6-9 awards from the CITY within the last 3 years.	3%
The applicant has received 10 or more awards from the CITY within the last 3 years.	0%

GRANTEE RECEIPT OF CITY GRANTS

Identify all CITY grants received by Grantee (or Fiscal Sponsor) in the last three (3) years. Information will be verified by the CITY. **NONE**

1. Grant Activity Name & Contract #: _____
   Grant Period: _____ Grant Amount: _____
   Grant Purpose: _____
   Grant Activity Status: Underway Completed Canceled
   Administrating Division: _____

2. Grant Activity Name & Contract #: _____
   Grant Period: _____ Grant Amount: _____
   Grant Purpose: _____
   Grant Activity Status: Underway Completed Canceled
   Administrating Division: _____

3. Grant Activity Name & Contract #: _____
   Grant Period: _____ Grant Amount: _____
   Grant Purpose: _____
   Grant Activity Status: Underway Completed Canceled
   Administrating Division: _____

4. Grant Activity Name & Contract #: _____
   Grant Period: _____ Grant Amount: _____
   Grant Purpose: _____
   Grant Activity Status: Underway Completed Canceled

D. Age Friendly Honolulu (Complete only if applying for the bonus points)
Consideration is to be given to applicants that incorporate the vision and goals of the Age-Friendly Honolulu Program (as codified in ROH Chapter 2, Article 22), including but not limited to (1) enabling residents of all ages to actively participate in activities that keep them socially engaged, healthy, and active; and (2) removing barriers to inclusion for and providing support services to vulnerable residents and/or have physical limitations.

If awarded bonus points for being an Age-Friendly Honolulu project, the Grantee will be subject to additional reporting requirements, including but not limited to name, age, and physical location of seniors being served by the project.

To be eligible for the bonus points as an Age-Friendly Honolulu project an organization must demonstrate the proposal aligns with Age-Friendly Honolulu's priorities by completing the following TWO steps:

1) Go the following website https://www.hiphi.org/age-friendly-honolulu/ to access an Age-Friendly Honolulu training video. The video should be watched by at least one (1) person from the non-profit organization in a leadership position (Executive Director, Administrator, or equivalent). This video will define an "age-friendly city" and explain what types of projects align with the Age-Friendly Honolulu Vision.

2) Complete the section below by selecting which Age-Friendly category best fits the activities of your organization and providing a brief description of how your proposal is an Age-Friendly Honolulu project.

Enabling Residents of all ages to actively participate in activities that keep them socially engaged, healthy, and active, particularly at the oldest ages

Providing Kupuna with meaningful roles in the community, including mentors, volunteers, or through intergenerational programming

Removing barriers to support community inclusion and accessibility for persons of all abilities.

3) How is your proposal an Age-Friendly Honolulu project and explain how your organization can meet the additional reporting requirements if awarded? *(2,000 character count limit)*

The Haleiwa Fourth of July Fireworks and Community Festival at Haleiwa Beach Park is a truly age-friendly event that encourages active participation, social engagement, and well-being for residents of all ages, in particular young children and older adults. The festival offers a wide range of inclusive activities that are accessible to individuals at every stage of life, ensuring that older adults can enjoy the event in a comfortable and supportive environment. There is a keiki zone for children and for kūpuna, the event features shaded seating areas, reserved handicap parking, accessible pathways, and plenty of space for relaxation, allowing them to enjoy the festival in a way that is physically accommodating. Additionally, the festival includes live music, cultural performances, and community-focused activities that are designed to foster social interaction, helping to combat isolation and enhance mental and emotional well-being. The inclusive nature of the event ensures that older community members can easily connect with neighbors, family and friends, strengthening social ties and enhancing a sense of belonging.

By creating an environment where people of all ages can come together to celebrate, connect and stay active, the Haleiwa Fourth of July Fireworks and Community Festival plays a key role in supporting the health, happiness, and social inclusion of residents, especially those in the older age groups. This ensures that the festival not only provides entertainment but also contributes to the long-term well-being of the entire community.

Because the event is free and open to the public in a City park, it is difficult to track the demographic information on attendees. However, NSCC will have free raffles and prizes given away during the event and will gather information about participants (i.e. raffle entrants) including name and age that will enable the Chamber to report estimates regarding the number of residents of various age groups that attend.

APPENDIX A: TIER II GRANT PROPOSAL (Grants $25,000 to $150,000)
SOLICITATION NO. RGP-DCS-GIA2026

Instructions: The proposal below must be completed in full. Responses must be provided in the fillable boxes provided. Where annotated, the fillable boxes have predetermined maximum limits on character counts. Letters, numbers, punctuation marks, and spaces are included in the character count limits.

SECTION I
SUMMARY

A. Grantee Legal Name:	Hawaii Agricultural Foundation
B. Is Grantee a Fiscal Sponsor?	☐ Yes ☒ No
C. Grant Activity Name:	Ag Innovation for Economic Growth: Building Hawaii's Agricultural Future

D. Briefly describe the Grantee's background, history (including year established), and mission. *(400 character count limit)*

Established in 2007, the Hawaii Agricultural Foundation (HAF) supports and sustains Hawaii's ag industry. HAF's mission is to support farmers, strengthen community connections, and facilitate outreach on Hawai'i's ag economy. It also provides a continuum of ag education programs for K-12 students, encouraging students to pursue careers in agriculture.

E. Briefly describe the Grant Activity and public need being filled. *(400 character count limit)*

The grant activity supports HAF's efforts to strengthen Hawaii's agricultural economy by fostering food security and reducing reliance on imports. The initiative promotes economic development through job creation, farmer support, and workforce development in agriculture. HAF's mission is to support farmers, strengthen community connections, and facilitate outreach on Hawai'i's ag economy.

F. Briefly summarize Grant Activity outcomes and measures of success, including number and description of those served. *(400 character count limit)*

HAF's Ag Innovation for Economic Growth initiative will create 20 student-led businesses in YEP, coordinate 20 farm visits/internships, and engage 10 industry professionals to mentor youth. Success includes YEP teams profiting, ITF students gaining hands-on experience, and 75% of participants expressing interest in ag careers, advancing career readiness and economic growth in LMI communities.

G. Council District
Check all districts that will benefit from the Grant Activity. Provide the amount requested per district. Amounts must be in whole numbers only.

☒ District 1 $18,420	☒ District 2 $13,155	☒ District 3 $31,575
☒ District 4 $15,795	☒ District 5 $15,795	☒ District 6 $7,890
☒ District 7 $23,685	☒ District 8 $13,155	☒ District 9 $10,530
Total Amount Requested (must be $25,000 to $150,000)	$150,000	

H. Type of Grant Activity (pick ONE category that best reflects the Grant Activity):		
1. Public Services: Projects in this category will support qualified public services and programs for the target populations deemed by the CITY to be most vulnerable.		
☐ A. Public Service – Seniors	☐ B. Public Service - Children	☐ C. Public Service - Disabilities
☐ D. Public Service – Homeless	☐ E. Public Service – Domestic Violence	☐ F. Public Service – Substance Abuse
☐ G. Public Service – Mental Health	☐ H. Public Service – Other (describe):	
2. Arts, Culture, Community/Economic Development, and the Environment: Projects in this category will support the sustainable improvement in the well-being and quality of life of local communities, especially low- to moderate income areas.		
☐ A. Arts	☐ B. Culture	☐ C. Community Development
☒ D. Economic Development	☐ E. Environment	

GRANTEE'S CERTIFICATION AND SIGNATURE

The undersigned, subject to personal liability and penalty under applicable law, certifies that he or she: (i) is authorized to sign this Grant Proposal; (ii) personally prepared or reviewed the matters found in this Grant Proposal (including any related documents/attachments); (iii) asserts all statements made in this Grant Proposal (including all attachments) are true, accurate and complete; (iv) has the requisite skills and knowledge to assert the foregoing certification; and (v) has complied and shall continue to comply with all applicable requirements of Chapter 6, Article 29 of the Revised Ordinances of Honolulu 2021, as amended (Link), regarding private organizations receiving grants of public funds from the City and County of Honolulu.

Signature of Grantee (Fiscal Sponsor) Officer

Date 11/20/24

Printed Name and Title:
Denise Yamaguchi, Executive Director

CERTIFICATE OF THE BOARD OF DIRECTORS NO OBLIGATIONS IN ARREARS

The undersigned of the Board ("Grantee") hereby certifies that the Grantee or any principal of the Grantee or sponsored organization (where the Grantee is a Fiscal Sponsor) is not in arrears on any financial or other obligation owed to the City & County of Honolulu, a municipal corporation of the State of Hawaii.

Dean J. Okimoto
(Signature)

Dean Okimoto
(Print name)

CERTIFICATE OF THE BOARD OF DIRECTORS AUTHORIZATION TO ASSIGN AUTHORITY

The undersigned of the Board ("Grantee") hereby certifies that Denise Yamaguchi (name), executive director (title), has been authorized by the Board of Directors to sign proposals, contracts, and related documents on behalf of the Grantee. Accordingly, I hereby assign the authority by the Board to execute proposals, contracts, and contract amendments on behalf of the Grantee, and further certify that the assigned is given the power and authority to do all things necessary to implement, maintain, amend, or renew such contracts, including but not limited to the delegation of signing authority to another employee of the Grantee.

Dean J. Okimoto
(Signature)

Dean Okimoto
(Print name)

STATE OF HAWAII)
CITY AND COUNTY OF HONOLULU)

On this 20th day of November, 2024, before me appeared Dean Okimoto, personally known to me, who, being by me duly sworn, did say that he/she is the chairman of Hawaii Agricultural Foundation and that the corporation has no corporate seal, and that said instrument was signed in behalf of said corporation by authority of its Board of Directors, and said he acknowledged said instrument to be the free act and deed of said corporation.

DEENA DATU NOTARY PUBLIC No. 23-213 STATE OF HAWAII

DEENA DATU NOTARY PUBLIC No. 23-213 STATE OF HAWAII

Notary Public, State of Hawaii

My Commission expires: August 6, 2027

Doc. Date: 11/20/2024 # Pages 1
Name: Deena Datu 1st Circuit
Doc. Description: Authorization to assign authority

11/20/2024
Signature Date

NOTARY CERTIFICATION

SECTION II
GRANT ACTIVITY INFORMATION

A. Describe how the community need, stated problem/issue, and target population are effectively validated. The description must include how the public services' target population is vulnerable or how the arts, culture, community/economic development, or environmental activities will especially support low- to moderate-income areas.

1. Provide substantive data and other qualifying information to demonstrate how the problem/issue impacts the target population and is a community priority that needs to be addressed. *(5,000 character count limit)*

Hawai'i's reliance on imported food, underscored by the COVID-19 pandemic, highlights the urgent need to strengthen local agriculture, enhance food security, and diversify the economy. With 90% of food consumed in Hawai'i imported, the state remains vulnerable to supply chain disruptions. Agriculture accounts for less than 1% of Hawai'i's GDP, contributing only $567.3 million to the $88.6 billion economy. Addressing this imbalance requires investing in local farmers, agriculture-related industries, and training the next generation, particularly in low- to moderate-income (LMI) communities.

Increasing local food production has significant economic potential. Replacing just 10% of imported food could retain $313 million annually in Hawai'i's economy, generating $94 million in farmer revenue, $188 million in sales, and creating over 2,300 jobs, particularly in LMI areas. Agriculture's ability to provide sustainable employment, boost tax revenues, and strengthen local economies makes it a vital sector for economic development.
One challenge is Hawai'i's aging farming population, with an average farmer age of 60. To address this, the Hawai'i Agricultural Foundation (HAF) prioritizes workforce development through K-12 educational programs that engage students in agriculture and career pathways. These programs nurture a new generation of agriculturalists committed to local food production and sustainability, aligning with the state's Career and Technical Education (CTE) goals and Comprehensive Economic Development Strategy (CEDS), which prioritizes agriculture as key to economic resilience.

HAF's programs focus on LMI communities with limited access to agricultural career pathways, providing hands-on, skills-based learning. By equipping students with technical and entrepreneurial skills, these initiatives prepare them to enter the workforce and strengthen Hawai'i's agricultural economy.

Entrepreneurs also play a crucial role in Hawai'i's agricultural growth. By transforming local crops into value-added products, they generate new revenue streams and economic opportunities for farmers and communities. These products also have the potential to reach export markets, supported by the Department of Business, Economic Development, and Tourism (DBEDT), further driving economic growth. By fostering early entrepreneurial skills, HAF's programs empower students to contribute to a resilient and self-sufficient economy. The upcoming regional kitchen in central O'ahu, set for completion in 2027, will further support local agriculture. This facility will provide meals for over 18,000 students in the Leilehua-Mililani-Waialua area and create stable markets for local farmers by sourcing ingredients locally. It underscores the need for a skilled agricultural workforce to meet the state's goal of sourcing 30% of school meal products locally by 2030.

HAF's programs bridge the gap between Hawai'i's aging farmer population and its food security goals. By addressing rural unemployment, food insecurity, and workforce readiness, these initiatives drive sustainable economic development. Additionally, they align with the City

and County of Honolulu's efforts to revive the Agricultural Development Task Force, promoting sustainable practices and strengthening local food production.
Through investment in current farmers, agricultural professionals, and entrepreneurs, HAF contributes to building a resilient food system, creating economic opportunities, and ensuring agriculture remains central to Hawai'i's future.

B. Describe the proposed plan

1. Provide a description of the Grant Activity. This description will be used as the scope of services in the contract. Describe why you chose this Grant Activity and how it will effectively address the community's problem / need. *(3,000 character count limit)*

The Ag Innovation for Economic Growth initiative strengthens Hawaii's agricultural economy by supporting local farmers, building a skilled workforce, and equipping future entrepreneurs with essential skills for economic growth. This effort aligns with the HIDOE's mission to prepare the next generation of agriculturalists while addressing the needs of LMI communities.

This initiative highlights two key programs: the **Young Entrepreneurs Program (YEP)** and **In the Fields (ITF)**. Both offer hands-on learning in agriculture, entrepreneurship, and ag technology while providing mentorship from industry professionals to empower students with skills for future careers in Hawaii's agricultural sector.
YEP develops entrepreneurial skills by involving students in creating and selling value-added agricultural products. Aligned with the HIDOE pilot program Eduprise, YEP teaches business education, financial literacy, agriculture, and culinary arts, offering students real-world experience in running a small business. The program culminates in the Young Entrepreneurs Marketplace at the Kapiolani Community College Farmers Market in Spring 2026, where students sell their products, interact with customers, and practice running a business. All profits return to the schools, directly contributing to economic development in their communities.

ITF provides students with opportunities to visit and work at local farms, ag tech companies, and community agricultural sites. Students learn sustainable farming, ag tech innovations, and environmental stewardship while gaining hands-on experience and mentorship. The program also offers internships, giving students a pathway to explore agriculture-related careers. Participating farmers receive stipends for mentoring students, supporting the next generation of agricultural professionals.
With over 60% of Hawaii's farmers nearing retirement, YEP and ITF address the urgent need to develop a new agricultural workforce. By combining entrepreneurial training with practical agricultural experience, these programs create clear career pathways for students in agriculture, agribusiness, and related industries. They help fill gaps in skilled labor while contributing to Hawaii's food security goals and creating sustainable jobs in local communities.

YEP and ITF also drive economic revitalization in Oahu's LMI communities. YEP fosters entrepreneurship by teaching students to develop and market value-added products, while ITF builds a skilled workforce in agriculture and ag tech, addressing the challenges of an aging farming population. These programs align with the City & County of Honolulu's Agricultural Development Task Force initiatives, supporting local food systems and reducing reliance on imported food.

2. Provide measurable outcomes, describe how outcomes are aligned with the purposes and priorities of the Grants in Aid Fund, and describe how outcomes directly benefit the target population. *(3,000 character count limit)*

Public Services should begin with a statement of the number of individuals that the Grant Activity will directly benefit during the Grant Term.

Arts, Culture, Community/Economic Development or Environment should begin with a statement as to how the Grant Activity supports the sustainable improvement in the well-being and quality of life of local communities, especially low to moderate income areas.

HAF's **Ag Innovation for Economic Growth** initiative will significantly enhance the well-being and quality of life on Oahu, especially in Oahu's LMI communities. By providing hands-on learning experiences, mentorship from industry professionals (such as farmers), and skills development, these programs equip students with essential knowledge in agriculture, entrepreneurship, and workforce readiness. This directly supports economic development by fostering career pathways, entrepreneurship, and local food production, contributing to long-term community revitalization.

These initiatives address the Grants in Aid Fund's priorities by promoting sustainable economic development, career readiness, and workforce growth. By providing mentors and training youth in business fundamentals, agricultural technology, and value-added product creation, these programs provide pathways to meaningful careers and business ownership, which will foster long-term economic stability in LMI communities on Oahu.

1. **Number of People Impacted:**
    - 20 student-led business will be created (200 students) in YEP.
    - 600 students will gain agricultural experience through ITF internships or class visits.
    - At least 10 farmers will mentor interns at their agricultural site(s).
2. **Skill Development:**
    - YEP students will demonstrate proficiency in business planning, product development, and marketing by the end of the grant term. These skills will be assessed through written business plans, product creation, and participation in the Young Entrepreneurs Marketplace at KCC Farmers Market in April 2026. This real-world event will allow students to apply their business knowledge, engage with customers, and practice sales strategies, directly benefiting the local economy. Profits from marketplace sales will be retained by participating schools, reinvesting in programs that further support students in LMI areas.
    - ITF students will gain hands-on experience in agricultural practices, including sustainable farming techniques, value-added product creation, and agricultural technology by working alongside farmers/industry professionals.
3. **Post-Program Outcomes:**
    - At least 75% of participating students will express an interest in pursuing further education or careers in agriculture, entrepreneurship, or related fields, based on post-program surveys.

These programs will drive economic development in O‘ahu's LMI communities by cultivating a skilled workforce in agriculture and entrepreneurship. Students will gain hands-on experience and real-world business acumen, equipping them to launch agricultural enterprises or pursue careers in ag-related industries. This not only provides personal growth but also contributes to a resilient local economy by fostering innovation and entrepreneurship.

Through sustainable farming practices, ag tech integration, and value-added product creation, the programs address critical food security goals while reducing reliance on imports—key components of Hawai'i's economic and environmental sustainability. By fostering mentorship, career readiness, and entrepreneurial skills, YEP and ITF directly prepare students to generate economic opportunities, strengthen the agricultural sector, and support the growth of a thriving local food system.

3. Provide an action plan to achieve the stated measurable outcomes. If the Grant Activity involves a partnership, provide a description of each partner's role. Must include measurable milestones, specific events, or other performance measures appropriate to achieving the outcomes. *(3,000 character count limit)*

YEP Objective: Equip students from LMI communities / Title I schools on Oahu with entrepreneurial and agricultural skills through business education and hands-on product development.

Action Items:

- **Professional Development Workshops:** Conduct workshops throughout year for teachers and students on business planning, product development, marketing tools, and sales strategies.
- **Product Development:** Guide students through creating value-added ag products using local ingredients.
- **Industry Engagement:** Provide YEP teams with access to local farmers, business mentors, or industry professionals for mentorship.
- **YEP Marketplace:** Organize the YEP Marketplace in April 2026, where students sell their products to the public.

Milestones:

- **Participation:** Collect business plans and product prototypes from ten YEP teams (~200 students) by Jan 2026.
- **Product Development:** Ensure all YEP teams create a market-ready product by February 2026.
- **Marketplace Event:** Hold the YEP Marketplace in April 2026 with 100% of YEP Oahu teams showcasing and selling their products.

ITF Objective: Provide hands-on agricultural experiences to students by connecting them to established farmers for mentorship, fostering practical skills and agricultural career interest.

Action Items:

- **Farm Site Selection:** Identify a list of traditional, organic, and high-tech farms on Oahu to host student visits and internships.
- **Ag Site Visits:** Coordinate visits to agricultural sites between farmers and classes.
- **Internship Coordination:** Coordinate student internships, facilitating communication between teachers, students, and farmers.
- **Post-Visit Reflection:** Collect evaluations from teachers and students to assess agricultural learning and career interests.

Milestones:

- **Ag-Site Selection:** Secure participation from at least 10 farmers by Jan 2026.
- **Class Visits:** Coordinate 30 class visits (~600 students) to ag sites by June 2026.
- **Internships:** Place a minimum of 10 students in internships by Aug 2026.
- **Feedback Collection:** Collect evaluations from all participating farmers, students and teachers.

Partnerships:

- **Hawaii Department of Education (HIDOE):**

- HIDOE will collaborate with HAF on scheduling and promoting the YEP and ITF programs. HIDOE will ensure that the curriculum meets educational standards and workforce development goals.

- **Ag Industry:**
  - Farmers host ITF class visits and mentor interns, providing hands-on experiences in agriculture.
- **Hawaii Farm Bureau (HFB):**
  - HFB runs the farmers market at KCC and will allow HAF to hold the YEP Marketplace in April 2026, allowing YEP teams to sell their products in a real-world setting, engaging with customers and honing their business skills.

This action plan provides a clear strategy to equip students with entrepreneurial and agricultural skills, enhance career readiness, and drive economic growth in Oahu's LMI communities. These initiatives create pathways for success in agriculture and entrepreneurship, fueling local economic development.

4. Provide a budget narrative that explains how the budget in Section III will achieve the desired outcomes. (*3,000 character count limit)*

The following is an explanation of Appendix G Section III Budget to achieve HAF outcomes for the YEP and ITF programs on Oahu: The $150,000 requested budget includes salary allocations for 3 direct service positions; 1 supervisory role; a % of office rent, internet, utilities, program supplies, buses and entrance fees to ag sites. It aligns with the GIA's objectives by supporting essential positions, facilitating program implementation, and covering necessary expenditures for successful execution.

Direct Salaries/Wages ($85,905)
Director of Grants and Education – HAF will charge 20% of her time ($18,000) for overseeing the program implementation, direct communication with HIDOE, analyzing data and reporting.
The YEP and AgTech Manager – HAF will charge 40% of her time ($31,200) for communication with the schools, scheduling of trainings and communication with teachers on internships and Young Entrepreneurs Program.
Education Coordinator – HAF will charge 40% of his time ($21,600) for coordination of the programs, specifically class visits to ag sites.
Payroll taxes for all positions is $5,416 for the year. The remaining balance of each of these salaries will be paid through other sources.

Contractual Services ($33,314)
HAF contracts a communications coordinator who is contracted and provides all PR outreach to educators and community members on Oahu. A total of $12,000 is allocated for this position from this grant.
In addition, a professional accountant is contracted to provide accounting services for HAF. $21,314 will be allocated for this service from this grant.

Office Expenses ($14,781)
$12,781 will be used to pay a portion of the office rent that is designated for the YEP and ITF programs that this grant supports (1/3 of total office space). $2,000 will be used to cover a portion of the electricity in the office.

Equipment Rental ($3,000)
$3,000 is allocated for the rental of equipment (tents, chairs, tables, linens, generators) at the YEP Marketplace.

Program Activity Supplies ($3,000)
$3,000 is allocated to purchase program supplies: curriculum manuals, soil, seeds, tools to use in the fields, signs and table clothes at YEP Marketplace.

Travel – Bus Transportation ($5,000)
Buses on Oahu cost over $400 for a round-trip visit from school to an ag site. ITF school visits on Oahu will be coordinated.

Other – Stipends for farmers hosting ITF visits/interns ($5,000)
HAF will allocate $5,000 to provide stipends to farmers and /or cover entrance fees for 600 students visiting or interning at ag sites through the In the Fields program.

5. Provide a timeline that is complete, realistic and appropriate to achieve the desired outcomes. This timeline should also be reflected in Section IV. *(3,000 character count limit)*

- **Oct:**
  - Promote the YEP and ITF Internships/class visits to Title I schools in LMI communities across Oahu.
  - Kick off YEP with an immersive in person bootcamp designed to connect agriculture industry partners with educators. This provides valuable insights in business planning, value-added product development, and sales strategies.
  - Connect with local farmers for ITF internships and class visits.
- **Nov:**
  - Conduct monthly workshop for YEP teachers.
  - Teachers will begin submitting Intent to Participate forms for YEP and ITF.
  - Finalize the selection of farm sites for ITF internships and class visits.
- **Dec:**
  - Schools will submit YEP business plans and prototype of value add products to HAF for review by business and culinary professionals.
- **Jan:**
  - Start-up funds provided to YEP teams so schools can start production.
  - 30 ag sites will host class visits by June 2026, providing students hands-on exposure to agriculture. Gather post-visit evaluations for ITF program, gathering insights from students and/or teachers.
  - Students interested in internships will be paired with farms.
- **Feb:**
  - Conduct YEP monthly workshop for teachers.
  - YEP teams will refine their product prototypes and submit them for quality assurance reviews.
  - HAF continues to coordinate internships and ag site visits. Gather post-visit evaluations for ITF program, gathering insights from students and/or teachers
- **Mar:**
  - Conduct YEP monthly workshop for teachers.
  - Finalize product selections and ensure they are market-ready for the upcoming YEP Marketplace event.
  - HAF continues to coordinate internships and ag site visits. Gather post-visit evaluations for ITF program, gathering insights from students and/or teachers
- **Apr:**
  - YEP teams will showcase and sell their products at the YEP Marketplace held at KCC Farmers Market.
  - Students will engage with real customers, practice sales strategies, and receive feedback on their products. Profits remitted to the participating schools.

- HAF continues to coordinate internships and ag site visits. Gather post-visit evaluations for ITF program, gathering insights from students and/or teachers
- **May:**
  - Collect and analyze feedback from students, teachers, and customers on the YEP experience.
  - HAF continues to coordinate internships and ag site visits. Gather post-visit evaluations for ITF program, gathering insights from students and/or teachers
- **June:**
  - ITF internships at ITF farms.
- **July:**
  - ITF internships at ITF farms
- **Aug:**
  - ITF internships will conclude by August, with final reports and evaluations from students and farm hosts.
  - Complete analysis of program outcomes, including workforce readiness, entrepreneurship development, and economic impact on participating Title I schools.
  - Prepare timeline for YEP and ITF internship program for upcoming school year.
- **Sept:**
  - Review all feedback and lessons learned from the 25-26 program cycle.
  - Submit final grant report, outlining measurable outcomes, program impact, and community benefits.

C. Provide evidence of the agency's ability to perform the proposed grant activity through past performance, current capacity and/or plan to acquire the capacity to perform.

1. Provide data that demonstrates proven success in offering the same, similar, or related activities to achieve the proposed outcomes. *(3,000 character count limit)*

HAF has a proven track record of successfully delivering programs that support agricultural career readiness, workforce development and encourage economic development. For over ten years, HAF has collaborated with HIDOE to create K-12 programs that encourage students to pursue agriculture as a career, particularly targeting Title I schools in LMI communities. These efforts have helped build a pipeline of future farmers and agricultural professionals.

HAF's core programs include *Where Would We Be Without Seeds* (Grades K-2), *Veggie U* (Grades 3-5), *Young Entrepreneurs Program* (Grades 6-12), and *In the Fields* (Grades K-12). These programs provide hands-on learning experiences that connect classroom instruction with real-world agricultural practices. Since 2014, HAF has expanded from serving 160 students to over 35,000 across Hawaii. These place-based programs engage students through farm visits, product development, and entrepreneurship activities, sparking their interest in ag and encouraging them to consider a career in agriculture.

Since 2018, YEP has engaged over 2,300 students from public middle and high schools across Hawaii. YEP helps students develop entrepreneurial skills by guiding them through the process of creating and marketing value-added agricultural products. Students have developed over 100 products, including teas, beauty products, jams, spices, and candles, using locally sourced ingredients. Annually, over 400 students participate, gaining essential skills in business planning, product development, and marketing. The YEP Marketplace at

KCC Farmers Market gives students the opportunity to sell their products to the public, thereby spurring economic development. In 2024, students earned over $15,000 in sales, with all profits reinvested into school programs to support further educational opportunities.

Since 2015, ITF has provided over 12,000 students with hands-on experience in agriculture, exposing them to traditional, organic, and ag tech farming practices. The program partners with over 50 farms and agricultural sites across Hawaii, offering students practical exposure to careers in agriculture. ITF has included internships and class visits, helping students develop skills and fostering an interest in agriculture as a career. These real-world experiences connect students with agricultural professionals, enhancing workforce readiness and career development.

These programs demonstrate HAF's ability to provide scalable, impactful opportunities that engage students in agriculture, entrepreneurship, and workforce development. The measurable outcomes achieved provide a strong foundation for HAF's Ag Innovation for Economic Growth initiative, which aims to further enhance career readiness and foster sustainable economic growth in Hawaii's agricultural sector. By building on this proven success, HAF is well-positioned to continue developing a skilled, entrepreneurial workforce in Hawaii's agriculture industry.

2. Describe the applicant's capacity to successfully achieve the proposed outcomes.
OR
Provide a plan to acquire the capacity to successfully achieve the proposed outcomes (including how the applicant has acquired similar capacity in the past).

Responses should include organizational knowledge, staffing, fiscal resources, facilities and other resources, stakeholders and relationships, and other relevant resources. *(3,000 character count limit)*

HAF has a proven track record of executing large-scale agricultural and educational programs that achieve measurable outcomes. Over the past 17 years, HAF has built financial stability, developed key partnerships, and honed its programmatic expertise, positioning it to successfully implement the Ag Innovation for Economic Growth initiative.

HAF has launched several successful initiatives, including the Ag Park at Kunia, a 288-acre agricultural park supporting small farmers, and public awareness campaigns such as Food-A-Go-Go and Localicious Hawaii. These programs have positively impacted the local food system and supported Hawaii's agricultural industry. Additionally, HAF's EAT THINK DRINK (ETD) series fosters engagement among diverse audiences, educating the public on local food production and promoting agriculture-related businesses to support industry growth. ETD events feature keynote speakers, panel discussions, and food prepared by local chefs using locally sourced ingredients.

HAF's team brings diverse expertise in nonprofit management, agriculture, education, and business development. **Denise Yamaguchi**, Executive Director, has over 22 years of experience leading nonprofits, with expertise in strategic planning, fundraising, and community relations. **Liz Stanton**, Director of Grants and Education, holds and M.Ed. in Educational Foundations and oversees HAF's educational programs and ensures they align with HIDOE standards. **Jennie Kaahui**, Young Entrepreneurs and AgTech Manager, holds an MBA in International Business and leads YEP, guiding students in agricultural entrepreneurship. **Kai Jacobs**, Education Coordinator, manages the ITF program and coordinates outreach efforts.

In addition to the core staff, HAF collaborates with two contractors. The organization is governed by a 9-member board of directors, which ensures strategic oversight and guidance. HAF has secured diverse funding sources, including private foundations, government grants, and corporate partnerships to support its array of projects to support and sustain Hawaii's ag industry.

HAF has demonstrated success in securing and managing grants from a variety of public and private sources. Past funding sources include the Hawaii Department of Agriculture (HDOA), State of Hawaii GIA, County of Maui, and community foundations such as the Atherton Family Foundation and the McInerny Foundation. HAF's ability to successfully manage these diverse funding streams reflects its financial stability and capacity to manage the fiscal responsibilities of this grant.

HAF's established presence in the community and partnership with HIDOE as well as its history of successful program delivery have earned the trust of local schools, businesses, key stakeholders, and community partners, further validating its role as a key contributor to agricultural education and workforce development on Oahu.

D. Describe the applicant's sustainability and/or additional long-term benefit to the community

1. Provide a plan for sustaining and / or expanding activities beyond the applicable grant period. *(2,000 character count limit)*

HAF's sustainability plan is built on two key pillars: diversified funding sources and efficient program implementation. To ensure long-term viability and growth of its ag education programs, HAF draws financial support from multiple streams, including lease income from its Ag Park, government and foundation grants, corporate sponsorships, and private donations.

HAF's successful Localicious Hawaii campaign, launched in 2013, grossed over $70,000 annually by supporting restaurants that sourced locally and raising funds for ag education. While the Food-A-Go-Go initiative during the COVID-19 pandemic did not directly raise funds, it built valuable relationships with the restaurant and agricultural sectors that will support future fundraising efforts. These campaigns have strengthened HAF's community connections and laid the groundwork for new funding initiatives.

To sustain and expand activities beyond the grant period, HAF will continue applying for grants and seeking corporate sponsorships. It recognizes that private fundraising will take several years to fully support the scaling of programs like YEP, and ITF. However, HAF's efficiency in program delivery is key to its long-term sustainability. For example, in the Veggie U program, teachers only need initial training to implement the curriculum, with HAF providing ongoing support through material purchases. This model allows schools to maintain program continuity with minimal recurring costs.

Through a combination of strategic fundraising and cost-efficient program management, HAF is well-positioned to sustain and grow its educational programs, ensuring continued impact on Hawaii's agriculture sector and communities.

2. Describe the applicant's capacity and resources to carry out the above plan (staffing, funding, etc.) beyond the grant period. *(2,000 character count limit)*

HAF is primarily funded through a myriad of sources including corporate sponsorships, government grants, charitable foundations, private donations and special promotions (Localicious Hawaii). Its board and staff are well-qualified to manage the programs and generate additional revenue to sustain the programs beyond the grant period.

Furthermore, HAF has a strong reputation for achieving its mission, goals and objectives. Over the last fifteen years, it has achieved credibility among private donors, corporations and government entities because of its ability to follow-through and implement programs that support its stated mission and benefit the community. Its programs are currently funded by the, County of Maui, American Savings Bank, Atherton Foundation, McInerny Foundation, Central Pacific Bank, Bayer, Ulupono, Alexander & Baldwin, United Fishing Agency, Hawaii Longline Association, Lendlease, and Hawaii Gas.

In March 2020, HAF pivoted its Localicious Hawaii campaign to Food-A-Go-Go to help all restaurants that were impacted by the shutdown as a result of the COVID-19 pandemic. It was able to generate overwhelming support from corporate donors such as Hawaiian Airlines World Elite Mastercard, Sysco, Mahi Pono, Hawaii Gas, Library Creative, Digital Illustrations, Hawaii Tourism, Hawaii Tech, Kamehameha Schools, Makaha Studios, Pernod Ricard USA, First Daughter Media Works, and Settle Meyer Law. It also received public service airtime on both radio and television from 97.4 Kumu, 93.9 The Beat, 990 Fox Sports, Hawaii News Now and Hawaiian 105 KINE, Island 98.5, Kauai's Kong Radio, FM100, KHON2, KHVH, KIKU, KITV4, KRATER96, KSSK, NewWest Broadcast, Ninth Island Connection, Power 104.3 and Star 101.9.

The success of the quick pivot to the Food-A-Go-Go campaign demonstrates the ability of HAF to secure private support through relationships its built over time and goodwill its earned in the community.

E. No CITY funds or assistance. The highest consideration will be given to applicants that do not receive other funding or any form of assistance from the CITY. While applicants that receive other funding or assistance from the CITY may apply for Grants in Aid funding, the extent of funding or assistance already received in relation to services provided must be considered prior to awarding Grants in Aid funds. A percentage of the sub-total criteria points will be awarded to Grantees based on the criteria below and the information about past funding / assistance from the CITY that follows.	
The applicant has received no award from the CITY within the last 3 years.	**10%**
The applicant has received 1-2 awards from the CITY within the last 3 years.	**7%**
The applicant has received 3-5 awards from the CITY within the last 3 years.	**5%**
The applicant has received between 6-9 awards from the CITY within the last 3 years.	**3%**
The applicant has received 10 or more awards from the CITY within the last 3 years.	**0%**

GRANTEE RECEIPT OF CITY GRANTS

Identify all CITY grants received by Grantee (or Fiscal Sponsor) in the last three (3) years. Information will be verified by the CITY.

1. Grant Activity Name & Contract #: PO-MAY-2500079
   Grant Period: 10/7/24 – 12/31/24 Grant Amount: $53,315.10
   Grant Purpose: Develop a Farm to School Action Plan
   Grant Activity Status: ☒ Underway ☐ Completed ☐ Canceled
   Administrating Division: MDO, Climate Change, Sustainability & Resiliency

2. Grant Activity Name & Contract #: Building an Ag Workforce Pipeline, Contract #CT-DCS-2200021
   Grant Period: 10/01/2021- 09/30/2022 Grant Amount: $199,661
   Grant Purpose: Children (ag education programs)
   Grant Activity Status: ☐ Underway ☒ Completed ☐ Canceled
   Administrating Division: Department of Community Services

3. Grant Activity Name & Contract #: _____
   Grant Period: _____ Grant Amount: _____
   Grant Purpose: _____
   Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
   Administrating Division: _____

4. Grant Activity Name & Contract #: _____
   Grant Period: _____ Grant Amount: _____
   Grant Purpose: _____

E. Age Friendly Honolulu (Complete only if applying for the bonus points)
Consideration is to be given to applicants that incorporate the vision and goals of the Age-Friendly Honolulu Program (as codified in ROH Chapter 2, Article 22), including but not limited to (1) enabling residents of all ages to actively participate in activities that keep them socially engaged, healthy, and active; and (2) removing barriers to inclusion for and providing support services to vulnerable residents and/or have physical limitations.

If awarded bonus points for being an Age-Friendly Honolulu project, the Grantee will be subject to additional reporting requirements, including but not limited to name, age, and physical location of seniors being served by the project.

To be eligible for the bonus points as an Age-Friendly Honolulu project an organization must demonstrate the proposal aligns with Age-Friendly Honolulu's priorities by completing the following TWO steps:

1) Go the following website https://www.hiphi.org/age-friendly-honolulu/ to access an Age-Friendly Honolulu training video. The video should be watched by at least one (1) person from the non-profit organization in a leadership position (Executive Director, Administrator, or equivalent). This video will define an "age-friendly city" and explain what types of projects align with the Age-Friendly Honolulu Vision.

2) Complete the section below by selecting which Age-Friendly Honolulu category best fits the activities of your organization and providing a brief description of how your proposal is an Age-Friendly Honolulu project.

☐ Enabling Residents of all ages to actively participate in activities that keep them socially engaged, healthy, and active, particularly at the oldest ages

☒ Providing Kupuna with meaningful roles in the community, including mentors, volunteers, or through intergenerational programming

☐ Removing barriers to support community inclusion and accessibility for persons of all abilities.

3) How is your proposal an Age-Friendly Honolulu Project and explain how your organization can meet the additional reporting requirements if awarded? *(2,000 character count limit)*

HAF's Ag Innovation for Economic Growth initiative align with the goals of the Age-Friendly Honolulu Project by fostering intergenerational relationships between Kupuna (elder farmers) and younger generations. Oahu has a significant number of farmers aged 60 and older, and the ITF program leverages their wealth of knowledge, providing them with meaningful roles in teaching and mentoring students. This initiative not only supports the wellbeing of Kupuna by keeping them active, engaged, and valued in the community, but it also contributes to the long-term sustainability of agriculture in Hawaii by helping to build a workforce pipeline in agriculture.

Through school visits and work internships, students are exposed to the rich traditions and hands-on expertise of veteran Kupuna farmers. These farmers serve as role models and educators, sharing their cultural and agricultural wisdom. In return, students offer their knowledge of emerging agricultural technologies, creating a reciprocal learning experience. The internships, structured through a partnership with HIDOE, provide students with immersive experiences on farms, enhancing their interest in agriculture and providing

pathways to careers in this essential sector. The collaboration bridges the generational gap and strengthens community ties.
HAF is prepared to meet all reporting requirements if awarded. We have established systems to track the impact of the ITF program on both students and Kupuna, including the number of participants, duration and nature of engagement, and key outcomes. For students, measurable outcomes include heightened interest in agricultural careers and the development of skills, while Kupuna benefit from increased social interaction, improved health, and continued active involvement in the community. HAF's commitment to transparency ensures that these impacts are documented and reported in a timely manner.

Proposal 43

APPENDIX A: TIER I GRANT PROPOSAL (Grants between $5,000 and $10,000)
SOLICITATION NO. RGP-DCS-GIA2026

Instructions: The proposal below must be completed in full. Responses must be provided in the fillable boxes provided. Where annotated, the fillable boxes have predetermined maximum limits on character counts. Letters, numbers, punctuation marks, and spaces are included in the character count limits.

SECTION I
SUMMARY

A. Grantee Legal Name:	Hawaii Association for Infant Mental Health dba AIMH HI
B. Is Grantee a Fiscal Sponsor?	☐ Yes ☒ No
C. Grant Activity Name:	AIMH HI Annual Forum

D. Briefly describe the Grantee's background, history (including year established), and mission. *(400 character count limit)*

Founded in 2008, the Hawai'i Association for Infant Mental Health in Hawaii (AIMH HI) is a 501(c)(3) nonprofit strengthening Hawaii's Infant and Early Childhood Mental Health (IECMH) network. AIMH HI develops a skilled workforce through training and support, equipping professionals to foster resilience and positive social-emotional outcomes for Hawaii's youngest residents.

E. Briefly describe the single event, performance, class, or other non-programmatic Grant Activity and need being filled. *(400 character count limit)*

The annual forum strengthens Honolulu County's IECMH workforce by providing essential training to caregivers and educators, addressing high adverse childhood experiences (ACEs) rates and mental health (MH) needs in low-income communities. This event provides critical preventive resources, empowering caregivers to foster resilience and healthy development among Hawaii's vulnerable children.

F. Briefly summarize single event, performance, class, or other non-programmatic Grant Activity outcomes and measures of success, including number and description of those served. *(400 character count limit)*

The forum will engage 100 early childhood professionals, primarily from Honolulu County, to build skills in social-emotional support and family engagement. Success metrics include pre- and post-event assessments, with 85% of participants reporting enhanced skills and 50% forming new professional connections, ultimately benefiting Hawaii's young children and families.

G. Council District
Check all districts that will benefit from the Grant Activity. Provide the amount requested per district. Amounts must be in whole numbers only.

☐ District 1 $	☐ District 2 $	☐ District 3 $
☐ District 4 $	☐ District 5 $	☐ District 6 $
☐ District 7 $	☒ District 8 $9,999	☐ District 9 $

Total Amount Requested (must be between $5,000 and $10,000)	$9,999

H. Type of Grant Activity (pick ONE category that best reflects the Grant Activity):		
1. Public Services: Single event, performance, class, or other non-programmatic projects in this category will support qualified public services and programs for the target populations deemed by the CITY to be most vulnerable.		
☐ A. Public Service – Seniors	☐ B. Public Service - Children	☐ C. Public Service - Disabilities
☐ D. Public Service – Homeless	☐ E. Public Service – Domestic Violence	☐ F. Public Service – Substance Abuse
☒ G. Public Service – Mental Health	☐ H. Public Service – Other (describe):	
2. Arts, Culture, Community/Economic Development, and the Environment: Single event, performance, class or other non-programmatic projects in this category will support the sustainable improvement in the well-being and quality of life of local communities, especially low- to moderate income areas.		
☐ A. Arts	☐ B. Culture	☐ C. Community Development
☐ D. Economic Development	☐ E. Environment	

GRANTEE'S CERTIFICATION AND SIGNATURE

The undersigned, subject to personal liability and penalty under applicable law, certifies that he or she: (i) is authorized to sign this Grant Proposal; (ii) personally prepared or reviewed the matters found in this Grant Proposal (including any related documents/attachments); (iii) asserts all statements made in this Grant Proposal (including all attachments) are true, accurate and complete; and (iv) has the requisite skills and knowledge to assert the foregoing certification and (v) has complied and shall continue to comply with all applicable requirements of Chapter 6, Article 29 of the Revised Ordinances of Honolulu 2021, as amended (Link), regarding private organizations receiving grants of public funds from the City and County of Honolulu.

Signature of Grantee (Fiscal Sponsor) Officer

11/20/24
Date

Printed Name and Title:

Erin Henderson Lacerdo, Executive Director

CERTIFICATE OF THE BOARD OF DIRECTORS NO OBLIGATIONS IN ARREARS

The undersigned of the Board ("Grantee") hereby certifies that the Grantee or any principal of the Grantee or sponsored organization (where the Grantee is a Fiscal Sponsor) is not in arrears on any financial or other obligation owed to the City & County of Honolulu, a municipal corporation of the State of Hawaii.

(Signature)

Devon Chow, Treasurer
(Print name)

CERTIFICATE OF THE BOARD OF DIRECTORS AUTHORIZATION TO ASSIGN AUTHORITY

The undersigned of the Board ("Grantee") hereby certifies that Erin Henderson Lacerdo (name), Executive Director (title), has been authorized by the Board of Directors to sign proposals, contracts, and related documents on behalf of the Grantee. Accordingly, I hereby assign the authority by the Board to execute proposals, contracts, and contract amendments on behalf of the Grantee, and further certify that the assigned is given the power and authority to do all things necessary to implement, maintain, amend, or renew such contracts, including but not limited to the delegation of signing authority to another employee of the Grantee.

(Signature)

Devon Chow, Treasurer
(Print name)

STATE OF HAWAII)
CITY AND COUNTY OF HONOLULU)

On this 19th day of November, 2024, before me appeared Devon Chow, personally known to me, who, being by me duly sworn, did say that he/she is the Treasurer of AIMHHI and that the corporation has no corporate seal, and that said instrument was signed in behalf of said corporation by authority of its Board of Directors, and said officer acknowledged said instrument to be the free act and deed of said corporation.

JERILYN L. CHANG
NOTARY PUBLIC
No. 19-45
STATE OF HAWAII

Notary Public, State of Hawaii

My Commission expires: February 28, 2024

Doc. Date: Undated # Pages: 4
Name: Jerilyn L. Chang Circuit
Doc. Description: Certificate of the Board of Directors No Obligations in Arrears

JERILYN L. CHANG
NOTARY PUBLIC
No. 19-45
STATE OF HAWAII

Signature November 19, 2024
Date

NOTARY CERTIFICATION

SECTION II
GRANT ACTIVITY INFORMATION

A. Describe how the community need, stated problem / issue, and target population are effectively validated. The description must include how the single event, performance, class, or other non-programmatic public services target population is vulnerable or how the arts, culture, community/economic development, or environmental activities will especially support low- to moderate income areas.

1. Describe why you chose this Grant Activity and how it will effectively address the community's problem / need. *(479/500 character count limit)*

Honolulu County's young children in low- to moderate-income communities face disproportionate social-emotional challenges, with 24.6% experiencing three or more ACEs and 11.2% living in poverty. Hawaii's shortage of MH professionals limits critical support. AIMH HI's annual forum equips the IECMH workforce to address these disparities, fostering resilience, reducing behavioral challenges, and empowering caregivers for lasting positive impact on vulnerable keiki and families.

B. Describe the proposed plan

1. Provide measurable outcomes, describe how outcomes are aligned with the purposes and priorities of the Grants in Aid Fund, and describe how outcomes directly benefit the target population. (*403/500 character count limit)*

Public Services should begin with a statement of the number of individuals that the Grant Activity will directly benefit during the Grant Term.

Arts, Culture, Community/Economic Development or Environment should begin with a statement as to how the Grant Activity supports the sustainable improvement in the well-being and quality of life of local communities, especially low to moderate income areas.

The annual forum will benefit 100 early childhood caregivers, educators, and home visitors, with at least 50% from Honolulu County. It equips attendees with skills to increase children's social-emotional well-being, reduce behavioral challenges, and build resilience. These outcomes align with Grant in Aid fund's priorities by strengthening capacity to support young children and improving community mental health.

2. Provide an action plan to achieve the stated measurable outcomes. If the single event, performance, class, or other non-programmatic Grant Activity involves a partnership, provide a description of each partner's role. Must include measurable milestones, specific events, or other performance measures appropriate to achieving the outcomes. *(997 /1,000 character count limit)*

The forum will feature a keynote and resources to offset cost burdens for under-resourced participants, with an expected attendance of 100 early childhood professionals. Key milestones include program development and partner outreach (Months 1-2), speaking confirmation, registration, and promotion (Months 3-4), and final preparations and event execution (Months 5-6). Workshops will enhance social-emotional support skills, with pre- and post-event surveys tracking gains in caregiver confidence, self-efficacy, and family engagement techniques.

Expected outcomes:

1. 85% of attendees report increased knowledge and confidence.
2. 75% plan to apply learned techniques in their work.
3. 50% establish new professional connections.

Partners, such as the Hawaii Department of Health and local nonprofits, will support outreach for statewide participation. One-month post-event surveys will measure skill application, and satisfaction surveys will gauge attendee experience and interest in future events.

3. Provide a narrative that explains how the budget in Section III and the deliverable schedule in Section IV will achieve the desired outcomes. (968 /*1,000 character count limit)*

The budget supports keynote speaker fees, staff costs, materials/supplies, and resources to offset cost burdens for attendees from low-income communities, ensuring equitable access and quality learning experience. Professional development resources include actionable tools for use in early childhood settings. Deliverables include session materials, hands-on workshops, and post-event evaluations to measure knowledge gains and application.

The 6-month schedule is structured to maximize impact: Months 1-2 focus on program development, partner outreach, and logistics. Months 3-4 include speaker confirmations, event promotion, and registration, while finalizing materials. Month 5 completes preparations, and Month 6 concludes with event execution and post-event evaluation. These deliverables align with forum's goal of enhancing caregiver skills, fostering resilience, and supporting children's social-emotional development across Hawai'i's vulnerable communities.

C. No CITY funds or assistance.
The highest consideration will be given to applicants that do not receive other funding or any form of assistance from the CITY. While applicants that receive other funding or assistance from the CITY may apply for Grants in Aid funding, the extent of funding or assistance already received in relation to services provided must be considered prior to awarding Grants in Aid funds.

A percentage of the sub-total criteria points will be awarded to Grantees based on the criteria below and the information about past funding / assistance from the CITY that follows.

The applicant has received no awards from the CITY within the last 3 years.	**10%**
The applicant has received 1-2 awards from the CITY within the last 3 years.	**7%**
The applicant has received 3-5 awards from the CITY within the last 3 years.	**5%**
The applicant has received 6-9 awards from the CITY within the last 3 years.	**3%**
The applicant has received 10 or more awards from the CITY within the last 3 years.	**0%**

GRANTEE RECEIPT OF CITY GRANTS

Identify all CITY grants received by Grantee (or Fiscal Sponsor) in the last three (3) years. Information will be verified by the CITY.

1. Grant Activity Name & Contract #: _____
   Grant Period: _____ Grant Amount: _____
   Grant Purpose: _____
   Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
   Administrating Division: _____

2. Grant Activity Name & Contract #: _____
   Grant Period: _____ Grant Amount: _____
   Grant Purpose: _____
   Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
   Administrating Division: _____

3. Grant Activity Name & Contract #: _____
   Grant Period: _____ Grant Amount: _____
   Grant Purpose: _____
   Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
   Administrating Division: _____

4. Grant Activity Name & Contract #: _____
   Grant Period: _____ Grant Amount: _____
   Grant Purpose: _____

D. Age Friendly Honolulu (Complete only if applying for the bonus points)
Consideration is to be given to applicants that incorporate the vision and goals of the Age-Friendly Honolulu Program (as codified in ROH Chapter 2, Article 22), including but not limited to (1) enabling residents of all ages to actively participate in activities that keep them socially engaged, healthy, and active; and (2) removing barriers to inclusion for and providing support services to vulnerable residents and/or have physical limitations.

If awarded bonus points for being an Age-Friendly Honolulu project, the Grantee will be subject to additional reporting requirements, including but not limited to name, age, and physical location of seniors being served by the project.

To be eligible for the bonus points as an Age-Friendly Honolulu project an organization must demonstrate the proposal aligns with Age-Friendly Honolulu's priorities by completing the following TWO steps:

1) Go the following website https://www.hiphi.org/age-friendly-honolulu/ to access an Age-Friendly Honolulu training video. The video should be watched by at least one (1) person from the non-profit organization in a leadership position (Executive Director, Administrator, or equivalent). This video will define an "age-friendly city" and explain what types of projects align with the Age-Friendly Honolulu Vision.

2) Complete the section below by selecting which Age-Friendly category best fits the activities of your organization and providing a brief description of how your proposal is an Age-Friendly Honolulu project.

☐ Enabling Residents of all ages to actively participate in activities that keep them socially engaged, healthy, and active, particularly at the oldest ages

☐ Providing Kupuna with meaningful roles in the community, including mentors, volunteers, or through intergenerational programming

☐ Removing barriers to support community inclusion and accessibility for persons of all abilities.

3) How is your proposal an Age-Friendly Honolulu project and explain how your organization can meet the additional reporting requirements if awarded? *(2,000 character count limit)*

Proposal 44

APPENDIX A: TIER II GRANT PROPOSAL (Grants $25,000 to $150,000)
SOLICITATION NO. RGP-DCS-GIA2026

Instructions: The proposal below must be completed in full. Responses must be provided in the fillable boxes provided. Where annotated, the fillable boxes have predetermined maximum limits on character counts. Letters, numbers, punctuation marks, and spaces are included in the character count limits.

SECTION I
SUMMARY

A. Grantee Legal Name:	Hawaii Association for Infant Mental Health dba AIMH HI
B. Is Grantee a Fiscal Sponsor?	☐ Yes ☒ No
C. Grant Activity Name:	AIMH HI Fellows Learning Collaborative

D. Briefly describe the Grantee's background, history (including year established), and mission. *(400 character count limit)*

Hawaii Association for Infant Mental Health (AIMH HI), established in 2008, is dedicated to advancing infant and early childhood mental health (IECMH) in Honolulu County. Through training and reflective supervision, AIMH HI builds a skilled, culturally responsive workforce to support vulnerable children and families, fostering resilience and emotional well-being.

E. Briefly describe the Grant Activity and public need being filled. *(400 character count limit)*

The AIMH HI Fellows Learning Collaborative addresses the critical shortage of IECMH professionals in Honolulu County's low- to moderate-income (LMI) communities. This year-long program trains 16 fellows in trauma-informed, culturally responsive care, building capacity to support vulnerable children and families in achieving healthy developmental outcomes.

F. Briefly summarize Grant Activity outcomes and measures of success, including number and description of those served. *(400 character count limit)*

The program will train 16 fellows, equipping them with IECMH competencies through monthly modules and bi-weekly reflective supervision. Success is measured by 90% program completion, improved skills in trauma-informed care, and readiness to implement strategies benefiting LMI communities, reaching hundreds of young children and families.

G. Council District
Check all districts that will benefit from the Grant Activity. Provide the amount requested per district. Amounts must be in whole numbers only.

☐ District 1 $	☐ District 2 $	☐ District 3 $
☐ District 4 $	☐ District 5 $	☐ District 6 $
☐ District 7 $	☒ District 8 $31,035	☐ District 9 $
Total Amount Requested (must be $25,000 to $150,000)	$31,035	

H. Type of Grant Activity (pick ONE category that best reflects the Grant Activity):		
1. Public Services: Projects in this category will support qualified public services and programs for the target populations deemed by the CITY to be most vulnerable.		
☐ A. Public Service – Seniors	☐ B. Public Service - Children	☐ C. Public Service - Disabilities
☐ D. Public Service – Homeless	☐ E. Public Service – Domestic Violence	☐ F. Public Service – Substance Abuse
☒ G. Public Service – Mental Health	☐ H. Public Service – Other (describe):	
2. Arts, Culture, Community/Economic Development, and the Environment: Projects in this category will support the sustainable improvement in the well-being and quality of life of local communities, especially low- to moderate income areas.		
☐ A. Arts	☐ B. Culture	☐ C. Community Development
☐ D. Economic Development	☐ E. Environment	

GRANTEE'S CERTIFICATION AND SIGNATURE

The undersigned, subject to personal liability and penalty under applicable law, certifies that he or she: (i) is authorized to sign this Grant Proposal; (ii) personally prepared or reviewed the matters found in this Grant Proposal (including any related documents/attachments); (iii) asserts all statements made in this Grant Proposal (including all attachments) are true, accurate and complete; (iv) has the requisite skills and knowledge to assert the foregoing certification; and (v) has complied and shall continue to comply with all applicable requirements of Chapter 6, Article 29 of the Revised Ordinances of Honolulu 2021, as amended (Link), regarding private organizations receiving grants of public funds from the City and County of Honolulu.

Signature of Grantee (Fiscal Sponsor) Officer

11/20/2024
Date

Printed Name and Title: Erin Henderson Lacerdo
Executive Director

CERTIFICATE OF THE BOARD OF DIRECTORS NO OBLIGATIONS IN ARREARS

The undersigned of the Board ("Grantee") hereby certifies that the Grantee or any principal of the Grantee or sponsored organization (where the Grantee is a Fiscal Sponsor) is not in arrears on any financial or other obligation owed to the City & County of Honolulu, a municipal corporation of the State of Hawaii.

(Signature)

Devon Chow, Treasurer
(Print name)

CERTIFICATE OF THE BOARD OF DIRECTORS AUTHORIZATION TO ASSIGN AUTHORITY

The undersigned of the Board ("Grantee") hereby certifies that Erin Henderson Lacerdo (name), Executive Director (title), has been authorized by the Board of Directors to sign proposals, contracts, and related documents on behalf of the Grantee. Accordingly, I hereby assign the authority by the Board to execute proposals, contracts, and contract amendments on behalf of the Grantee, and further certify that the assigned is given the power and authority to do all things necessary to implement, maintain, amend, or renew such contracts, including but not limited to the delegation of signing authority to another employee of the Grantee.

(Signature)

Devon Chow, Treasurer
(Print name)

STATE OF HAWAII)
CITY AND COUNTY OF HONOLULU)

On this 19th day of November, 2024, before me appeared Devon Chow, personally known to me, who, being by me duly sworn, did say that he/she is the Treasurer of AIMHHI and that the corporation has no corporate seal, and that said instrument was signed in behalf of said corporation by authority of its Board of Directors, and said officer acknowledged said instrument to be the free act and deed of said corporation.

JERILYN L. CHANG NOTARY PUBLIC No. 19-45 STATE OF HAWAII

Notary Public, State of Hawaii

My Commission expires February 24, 2027

Doc. Date: undated # Pages: 4
Name: Jerilyn L. Chang First Circuit
Doc. Description: Certificate of the Board of Directors No Obligations In Arrears

Signature — November 19, 2024 Date

NOTARY CERTIFICATION

JERILYN L. CHANG NOTARY PUBLIC No. 19-45 STATE OF HAWAII

SECTION II
GRANT ACTIVITY INFORMATION

A. Describe how the community need, stated problem/issue, and target population are effectively validated. The description must include how the public services' target population is vulnerable or how the arts, culture, community/economic development, or environmental activities will especially support low- to moderate-income areas.

1. Provide substantive data and other qualifying information to demonstrate how the problem/issue impacts the target population and is a community priority that needs to be addressed. *(4,408/ 5,000 character count limit)*

Community Need, Problem/Issue, and Target Population
Early childhood mental health is essential for healthy emotional, cognitive, and social development throughout life. By age three, a child's brain reaches 80% of its adult size, growing to 90% by age five. This rapid brain development underscores the need for supportive caregiving and access to mental health resources. In Honolulu County's low- to moderate-income (LMI) communities, children face barriers to these resources, increasing their vulnerability to adverse developmental outcomes.

Honolulu County mirrors statewide trends in limited early education access. The Hawaii Children's Action Network reports that only 25% of children statewide have access to licensed childcare, with 68% of residents living in childcare deserts. These gaps disproportionately impact LMI families. In Honolulu County, nearly 10% of residents live below the poverty line, with children among the most affected. High living costs and limited mental health resources further restrict access to quality care, perpetuating cycles of disadvantage.

The Centers for Disease Control and Prevention (CDC) identifies early-life stressors, such as economic hardship and limited access to health resources, as disruptors to neurological and emotional development. For children in LMI communities, these stressors increase risks of anxiety, depression, relational difficulties, and educational outcomes. Targeted, trauma-informed interventions are critical to addressing these challenges and fostering resilience.

Funding for this program is designated for District 8 to concentrate implementation efforts within a defined area. Geographic distribution of participants will be assessed after program launch through data collection, ensuring resources are aligned with community needs across Honolulu County.

The AIMH HI Solution: Building a Workforce for Community Impact
The AIMH HI Learning Collaborative Fellows Program directly addresses these needs by training 16 professionals from healthcare, education, and social services to provide infant and early childhood mental health (IECMH) support in LMI communities. From January to September, fellows participate in monthly 4-hour (primarily) virtual learning modules cover topics such as "Attachment Theory as Foundation," "ACES & Trauma-Responsive Care," and "Infant Mental Health Starts in the Womb." This evidence-based training equips fellows to address developmental challenges in vulnerable children and families.

A core component of the Fellows Program is Reflective Supervision/Consultation (RSC), a specialized practice designed to support fellows in processing their experiences with young children and families impacted by adversity. Unlike task-focused supervision, reflective supervision emphasizes self-awareness, emotional support, and resilience-building. Throughout the same one-year period, the 16 fellows will participate in reflective supervision twice monthly, in small groups of eight, with each session lasting 1.5 hours. These structured

sessions provide a “brave and safe” space for fellows to explore the emotional impact of their work and refine their approaches to support families with a trauma-informed care approach and efficacy. This reflective practice enables fellows to develop strategies for compassionate care, even in high-stress environments, while fostering a supportive, culturally responsive framework for their interactions.

By incorporating reflective supervision, AIMH HI directly builds fellows’ resilience and strengthens their capacity to sustain a consistent, nurturing approach to mental health support. This dual emphasis on practical skills and reflective practice prepares fellows to become leaders and advocates for Hawaii’s children and families in need.

Long-Term Impact for Honolulu County
By building a skilled network of IECMH professionals, AIMH HI addresses both immediate and long-term gaps in mental health support for Honolulu County’s LMI children and families. The program equips fellows to provide culturally sensitive, trauma-informed care that directly benefits vulnerable populations, reducing developmental disparities and promoting healthy, resilient growth. Through targeted training, reflective supervision, and advocacy, AIMH HI creates a scalable, sustainable workforce prepared to meet the unique needs of our Hawaii’s youngest and most vulnerable residents.

B. Describe the proposed plan

1. Provide a description of the Grant Activity. This description will be used as the scope of services in the contract. Describe why you chose this Grant Activity and how it will effectively address the community’s problem / need. *(2,986/ 3,000 character count limit)*

The AIMH HI Learning Collaborative Fellows Program is a comprehensive, one-year initiative designed to build a well-prepared IECMH workforce to serve Honolulu County’s LMI communities. The program engages 16 fellows committed to working with young children and families, with qualifications including at least one year of experience and a strong intent to remain in the field of infant and early childhood development.

Scope of Services
Fellows will receive interdisciplinary, mixed-methodology training to develop skills, knowledge, and resilience in IECMH. The program’s core components include:

Monthly Training Modules. Fellows attend ten 4-hour interactive training sessions, scheduled on the second Saturday of each month, focusing on topics such as:

- Attachment Theory as Foundation
- Connecting Child Development and Infant Mental Health
- ACES & Trauma-Informed Care Integration
- Reflective Listening and Communication
- Strategies for Challenging Behaviors in Young Children
  Following each session, fellows participate in a “Pilina Hour” to build relationships, network, and engage in casual, collegial discussions over lunch.

Reflective Supervision and Consultation (RSC). Fellows participate in bi-weekly RSC sessions (1.5 hours each) facilitated by AIMH HI’s IMH-Endorsed® mentors. These small group meetings provide “brave and safe” spaces for discussing complex cases, building resilience, and developing culturally sensitive approaches. Fellows must attend at least 14 of 18 sessions, to demonstrate commitment to reflective practice.

Personalized Professional Development and Mentorship. Each fellow works with a mentor to pursue professional goals, including support for obtaining the IMH-Endorsement® credential. Mentors provide guidance on meeting competency standards and advancing careers in IECMH. Fellows gain access to professional development materials, highly rated books, and networking opportunities with alumni and experts.

Access to Learning Resources. Fellows receive learning materials and access to professional development events and connections to national and international resources, including the Alliance for the Advancement of Infant Mental Health.

The program's training content is based on the Competency Guidelines® for Culturally Sensitive, Relationship-Focused Practice Promoting Infant and Early Childhood Mental Health. AIMH HI's license to utilize these Competency Guidelines and the Infant Mental Health Endorsement® (IMH-E®) system ensure the program meets national standards and offers career pathways for fellows, enriching Hawaii's workforce and enhancing the quality of care in LMI communities.

By combining structured training, reflective supervision, and mentorship, AIMH HI's program builds a sustainable support network and fosters professional growth, equipping fellows to address the unique challenges of IECMH. These elements prepare fellows to serve the mental health needs of young children and families in Hawaii's underserved areas.

2. Provide measurable outcomes, describe how outcomes are aligned with the purposes and priorities of the Grants in Aid Fund, and describe how outcomes directly benefit the target population. *(2,540/3,000 character count limit)*

Public Services should begin with a statement of the number of individuals that the Grant Activity will directly benefit during the Grant Term.

Arts, Culture, Community/Economic Development or Environment should begin with a statement as to how the Grant Activity supports the sustainable improvement in the well-being and quality of life of local communities, especially low to moderate income areas.

The AIMH HI Learning Collaborative Fellows Program will directly support 16 professionals, building a skilled workforce to address the mental health needs of Hawaii's low- to moderate-income (LMI) communities. Aligned with the Grants in Aid (GIA) Fund's mission to improve quality of life for underserved populations, the program's outcomes focus on creating a resilient, well-prepared network of providers in infant and early childhood mental health (IECMH).

Outcomes and Benefits

1. Fellow Engagement and Completion

- AIMH HI aims for 90% of fellows to complete the program, defined as 90% attendance in monthly training and bi-weekly Reflective Supervision sessions. By maintaining high engagement, fellows gain the trauma-informed and culturally sensitive skills essential to supporting young children and families in LMI communities.

2. Enhanced IECMH Competency

- Pre- and post-assessments will measure improvements, with 85% of fellows expected to show significant gains in IECMH skills. This increased competency equips fellows to provide higher-quality, responsive mental health care, directly addressing developmental needs in vulnerable communities.

3. Professional Resilience through Reflective Supervision

- Reflective Supervision fosters fellows' resilience and emotional capacity to manage complex cases, with 75% reporting positive impacts. This resilience reduces turnover in the field, building a stable, compassionate workforce dedicated to long-term community support.

4. Progress toward I/ECMH-E® Credentialing

- At least 50% of fellows will advance toward the nationally recognized Infant Mental Health Endorsement® (IMH-E®) or Early Childhood Mental Health Endorsement® (ECMH-E®). Credentialed professionals bring validated expertise to their roles, elevating care quality and strengthening mental health resources for Honolulu County's underserved families.

5. Community Impact Readiness

- By the program's end, 90% of fellows will report readiness to implement IECMH practices in their organizations, using strategies such as trauma-informed care and family-centered support. This practical preparedness ensures fellows can meet the unique needs of Hawaii's LMI communities effectively and sustainably.

AIMH HI's program directly supports the GIA Fund's mission by preparing professionals with the specialized skills needed to deliver impactful IECMH-informed services to children in LMI areas. These outcomes create a strong workforce that contributes to healthy development and well-being in Hawaii's underserved populations.

3. Provide an action plan to achieve the stated measurable outcomes. If the Grant Activity involves a partnership, provide a description of each partner's role. Must include measurable milestones, specific events, or other performance measures appropriate to achieving the outcomes. *(2,823/ 3,000 character count limit)*

AIMH HI will implement a structured action plan over the one-year grant term, targeting each outcome with specific activities, milestones, and performance measures. This plan combines monthly learning modules, Reflective Supervision, mentorship, and advocacy training to equip fellows with the skills and resilience needed to serve Honolulu County's LMI communities effectively.

1. Fellow Engagement and Completion

- **Activities:** Recruit and onboard 16 fellows through outreach and a comprehensive orientation session introducing program goals, curriculum, and attendance expectations.
- **Milestones:** Confirm fellows by Month 3, with orientation completion marking initial engagement.
- **Performance Measures:** Track 90% attendance in training sessions and bi-weekly Reflective Supervision.

2. Enhanced Competency in IECMH Practices

- **Activities:** Deliver ten 4-hour virtual learning modules on IECMH topics, including trauma-informed care, attachment theory, and reflective listening. Modules provide interactive learning and self-assessments.
- **Milestones:** Complete ten modules by Month 12, with at least 85% of fellows reporting increased competencies.
- **Performance Measures:** Pre- and post-assessment scores measure improvements in competency and confidence.

3. Resilience through Reflective Supervision

- **Activities:** Conduct bi-weekly 1.5-hour Reflective Supervision and Consultation (RSC) sessions led by experienced IMH-Endorsed® mentors, focusing on resilience, emotional capacity, and complex case management.
- **Milestones:** Complete a minimum of 14 RSC sessions per fellow by the end of Month 12.
- **Performance Measures:** Feedback surveys indicate 75% of fellows find RSC provides valuable professional support.

4. Progress Toward IMH-E® Credentialing

- **Activities:** Provide mentorship to help fellows set personalized goals and prepare for the Infant Mental Health Endorsement® (IMH-E®). Offer targeted training aligned with Competency Guidelines.
- **Milestones:** At least 50% of fellows develop professional development plans by programs end.
- **Performance Measures:** Track fellows' progress through development plans and credentialing milestones.

5. Community Impact Readiness

- **Activities:** Fellows develop action plans for applying IECMH practices in their organizations, incorporating trauma-informed, family-centered approaches.
- **Milestones:** Complete action plans by Month 12, detailing how fellows will implement IECMH skills in their work settings.
- **Performance Measures:** End-of-program assessments show 90% of fellows report readiness to apply IECMH practices.

Partnerships

AIMH HI partners with local healthcare, education, and social service organizations to support fellows' engagement and integration of IECMH practices. These partnerships provide collaborative opportunities and real-world context, enhancing the program's impact.

4. Provide a budget narrative that explains how the budget in Section III will achieve the desired outcomes. (2,270/ *3,000 character count limit)*

The budget ensures the effective delivery of program activities by allocation resources toward essential personnel, participant support, and programmatic needs. Below is a detailed justification for each budget item:

1. Direct Salaries/Wages and Fringe Benefits: $12,530

This category supports key program staff responsible for implementing and managing activities, including:

- Clinical Specialist 1: 0.06 FTE
- Clinical Specialist 2: 0.06 FTE
- Program Activities Coordinator: 0.03 FTE

  These roles will coordinate Reflective Supervision, manage modules, and ensure participant engagement. Fringe benefits, calculated at 7.65% of salaries ($890), provide compliance with employment standards.

2. Administrative Salaries/Wages and Fringe Benefits: $2,505

Administrative roles ensure smooth program operations, including oversight, fiscal management, and communications:

- Executive Director: 0.02 FTE
- Fiscal Support: 0.01 FTE

- Communications Staff: 0.01 FTE
  Fringe benefits, calculated at 7.65% ($178) are included to support these roles.

3. Professional and Contractual Services: $3,000
This allocation covers contracted trainers to facilitate program modules, ensuring fellows receive expert instruction on IECMH topics. Trainers will be selected based on specialized expertise and alignment with program goals.

4. Consumable Office Supplies: $250
These funds are allocated for outreach and promotion materials to support participant recruitment and program engagement

5. Program Activities Supplies: $4,500
This category funds participant learning materials, training supplies, and other program-related needs to enhance fellows' experience and outcomes.

6. Travel: $250
Travel expenses cover minimal costs related to program activities, such as administrative coordination or participant support.

7. Participant Stipends: $8,000
To reduce financial barriers, stipends of $500 per participant (16 fellows) are provided to offset costs associated with program participation, ensuring accessibility and retention.

This budget is structured to achieve program's desired outcomes by supporting essential personnel, quality training, and equitable access for participants. Each expense directly aligns with the program's goals to build a skilled IECMH workforce and benefit LMI communities.

5. Provide a timeline that is complete, realistic and appropriate to achieve the desired outcomes. This timeline should also be reflected in Section IV. *(2,140/ 3,000 character count limit)*

This timeline organizes the key activities, milestones, and performance measures for the AIMH HI Learning Collaborative Fellows Program over the grant period. Each phase is designed to support fellows' development, engagement, and competency in infant and early childhood mental health (IECMH), in alignment with the stated outcomes.

1. Recruitment and Onboarding
- **Month 1:** Begin outreach and recruitment, targeting professionals committed to working with Hawaii's low- to moderate-income communities.
- **Month 2:** Distribute recruitment materials, conduct interviews, and finalize fellow selection.
- **Month 3:** Complete onboarding with an orientation session that introduces fellows to program goals, curriculum, and attendance expectations.

2. Monthly Learning Modules and Competency Development
- **Months 4 – 12:** Conduct one 4-hour virtual training module each month, covering core topics in infant and early childhood mental health (IECMH), including trauma-informed care, attachment theory, and reflective listening.

3. Reflective Supervision

- **Months 4 – 12:** Facilitate bi-weekly Reflective Supervision and Consultation (RSC) sessions, conducted in small groups and led by experienced IMH-Endorsed® mentors, to foster fellows' resilience and professional growth.

4. Advocacy, Leadership, and Credentialing Preparation

- **Month 6:** Begin individualized mentorship to support fellows in their professional development goals, including preparation for the Infant Mental Health Endorsement® (IMH-E®).
- **Months 6 – 12:** Provide ongoing guidance for fellows pursuing the IMH-E® credential, aligning mentorship with Competency Guidelines®.

5. Community Impact Readiness and Program Evaluation

- **Month 11:** Fellows start developing individual action plans detailing how they will apply IECMH practices within their organizations and communities.
- **Month 12:** Complete program evaluations, including final fellow assessments and feedback, to measure program impact and outcomes.

6. In-Person Graduation/Ho'ike Event

- **Month 12:** Host an in-person Ho'ike event on Oahu to celebrate fellows' achievements, reinforce professional connections, and foster community impact.

C. Provide evidence of the agency's ability to perform the proposed grant activity through past performance, current capacity and/or plan to acquire the capacity to perform.

1. Provide data that demonstrates proven success in offering the same, similar, or related activities to achieve the proposed outcomes. *(2,569/3,000 character count limit)*

AIMH HI has a strong record of providing specialized training and professional development in IECMH through five previous cohorts of its Learning Collaborative Fellows Program. These cohorts have equipped professionals statewide with essential skills to support young children and families, particularly in LMI communities. The program aligns with nationally recognized standards and Competency Guidelines®, ensuring culturally sensitive, high-quality care across disciplines.

Key indicators of AIMH HI's success include:

- **Program Completion and Engagement.** The Fellows Program maintains over 83% completion rates across past cohorts, with fellows meeting attendance expectations for both monthly training sessions and bi-weekly Reflective Supervision. High engagement reflects the program's relevance to professionals serving young children and families.

- **Competency Growth.** Fellows have shown measurable improvements in IECMH competency through pre- and post-program assessments. Growth areas include trauma-informed care, attachment theory, and reflective listening—skills critical for promoting mental health and developmental well-being.

- **Reflective Supervision as a Valued Tool.** Reflective Supervision is consistently highlighted as a valued program component, with approximately 80% of fellows reporting it significantly enhances their resilience and ability to manage complex cases. This support system fosters a "brave and safe" space for fellows to process experiences and develop culturally responsive practices, ensuring fellows to serve Hawaii's diverse communities.

- **Pathways to Credentialing.** AIMH HI supports fellows in pursuing Infant Mental Health Endorsement® (IMH-E®) credential, a recognized credential in IECMH. Over 33% of fellows have made progress toward or achieved this credential, reinforcing the program's effectiveness in preparing professionals for specialized roles.

- **Community Impact Preparedness.** Alumni of the program have transitioned into leadership roles, implementing IECMH practices in community-based initiatives and early childhood settings. 20 alumni have successfully applied their training to expand mental health resources in LMI communities, demonstrating the program's capacity to build a skilled and impactful workforce.

AIMH HI's proven success confirms its capacity to achieve the proposed outcomes. By building a resilient, culturally competent workforce, the program ensures LMI communities have greater access to specialized mental health support, positively impacting the county's most vulnerable keiki and families.

2. Describe the applicant's capacity to successfully achieve the proposed outcomes.
OR
Provide a plan to acquire the capacity to successfully achieve the proposed outcomes (including how the applicant has acquired similar capacity in the past).

Responses should include organizational knowledge, staffing, fiscal resources, facilities and other resources, stakeholders and relationships, and other relevant resources. *(2,848/ 3,000 character count limit)*

AIMH HI has the resources, expertise, and partnerships necessary to achieve the outcomes of the Learning Collaborative Fellows Program. With proven experience, skilled staff, and strong community relationships, AIMH HI is well-positioned to support Honolulu County's LMI communities through this initiative.

Organizational Knowledge
AIMH HI is a leader in IECMH in Hawaii, with years of experience delivering professional development programs that build culturally sensitive, relationship-focused competencies. The organization's alignment with the Competency Guidelines® ensures adherence to nationally recognized standards, reinforcing its commitment to creating a resilient workforce dedicated to improving quality of life for underserved populations.

Staffing
AIMH HI's team includes IMH-Endorsed® professionals, trainers, and mentors with Expertise in IECMH. Key staff, such as Erika and Staci, hold Endorsement® and are skilled in Reflective Supervision, direct service, and policy advocacy. Program faculty comprises diverse sector experts vetted for alignment with Competency Guidelines®, ensuring high-quality training, mentorship, and reflective practice for fellows.

Fiscal Resources
AIMH HI has a history of effective fiscal management, successfully administering grants and budgets for previous cohorts. Rigorous financial practices ensure funds are allocated appropriately to support staff, learning materials, and virtual platforms, enabling the organization to achieve desired outcomes.

Facilities and Other Resources

The program's virtual format is supported by secure video conferencing platforms for training modules and Reflective Supervision sessions. Fellows also have access to highly rated books, training materials, and resources through AIMH HI's partnership with the Alliance for the Advancement of Infant Mental Health, ensuring high-quality training and program delivery.

Stakeholders and Relationships
Strong partnerships with local healthcare providers, educational institutions, and social service organizations enhances the program's impact by offering fellows real-world opportunities to apply IECMH practices. AIMH HI also leverages an alumni network for mentorship and peer support, ensuring sustainability and expanded community impact.

Additional Relevant Resources
AIMH HI's affiliations with the Alliance for the Advancement of Infant Mental Health provides access to nationally recognized resources and training, enriching fellow's learning experiences. Alumni and other IECMH professionals contribute to mentorship and professional development, reinforcing program sustainability.

With robust organizational knowledge, a skilled team, effective fiscal management, and dedicated partnerships, AIMH HI is fully equipped to deliver the proposed program outcomes, supporting the county's most vulnerable keiki and families.

D. Describe the applicant's sustainability and/or additional long-term benefit to the community

1. Provide a plan for sustaining and / or expanding activities beyond the applicable grant period. *(1,986/2,000 character count limit)*

AIMH HI is committed to sustaining and expanding its Fellows Program to continue serving Hawaii's LMI communities beyond the grant period. To date, AIMH HI has completed four cohorts, and 90 fellows, collectively serving thousands of families statewide. Each Fellow serves an average of 25 children, extending the program's reach to approximately 400 children per cohort and highlighting its impact on Hawaii's youngest residents. AIMH HI will achieve long-term sustainability through a multi-faceted approach that leverages an alumni network, strengthens community partnerships, and diversifies funding sources.

Program stability is supported by a five-year state contract and a track record of philanthropic funding for five cohorts. The upcoming Cohort 6 represents a transition to diversified funding sources, establishing a sustainable model for ongoing impact in Honolulu County.

A key component of sustainability is the program's alumni network, which fosters mentorship and peer learning for future fellows. Alumni remain involved as mentors, creating a self-reinforcing cycle of professional growth that enhances the mental health workforce over time. This network ensures continuous knowledge-sharing and supports collaboration within Hawaii's IECMH field.

AIMH HI will deepen its partnerships with healthcare providers, educational institutions, and social service organizations. These relationships provide opportunities for fellows to apply their skills within real-world settings, directly benefiting the community. They also strengthen pathways for community engagement and support program expansion.

To secure ongoing financial stability, AIMH HI is pursuing additional funding from foundations, state and federal grants, and private donors committed to early childhood mental health. Multi-year funding opportunities are being explored to ensure program continuity and gradual

growth. This approach ensures the continued availability of specialized mental health resources.

2. Describe the applicant's capacity and resources to carry out the above plan (staffing, funding, etc.) beyond the grant period. *(1,897/2,000 character count limit)*

AIMH HI possesses the essential capacity, resources, and vision to sustain and expand its Learning Collaborative Fellows Program well beyond the grant term. Supported by a skilled team, strong community partnerships, and an established approach to securing funding, AIMH HI is well-prepared to ensure the program's long-term success.

AIMH HI's core team includes IMH-Endorsed® mentors, educators, and program managers with specialized expertise in infant and early childhood mental health (IECMH). These professionals have extensive experience managing multi-year programs, tracking outcomes, and securing funding, all of which are critical to program sustainability. The dedication of AIMH HI's staff to supporting young children and families in Hawaii will drive the ongoing success of this initiative.

In addition to a skilled team, AIMH HI's strong relationships with local healthcare providers, educational institutions, and social service organizations create a robust support network for the program. These community partners not only enhance the program's impact by providing real-world application opportunities for fellows but also contribute to its long-term viability through their support and advocacy. AIMH HI's growing alumni network further reinforces this community-based foundation by fostering peer collaboration and mentorship that extends beyond each grant period.

To ensure financial sustainability, AIMH HI is skilled at mobilizing resources and identifying aligned funding opportunities. The organization has a track record of managing similar programs with diversified funding from foundations, state funds, and private sector supporters. By exploring multi-year grants and securing additional funding sources, AIMH HI is strategically positioned to sustain and expand the program's impact, creating a legacy of IECMH support for Hawaii's low- to moderate-income communities.

E. No CITY funds or assistance.
The highest consideration will be given to applicants that do not receive other funding or any form of assistance from the CITY. While applicants that receive other funding or assistance from the CITY may apply for Grants in Aid funding, the extent of funding or assistance already received in relation to services provided must be considered prior to awarding Grants in Aid funds.

A percentage of the sub-total criteria points will be awarded to Grantees based on the criteria below and the information about past funding / assistance from the CITY that follows.

The applicant has received no award from the CITY within the last 3 years.	**10%**
The applicant has received 1-2 awards from the CITY within the last 3 years.	**7%**
The applicant has received 3-5 awards from the CITY within the last 3 years.	**5%**
The applicant has received between 6-9 awards from the CITY within the last 3 years.	**3%**
The applicant has received 10 or more awards from the CITY within the last 3 years.	**0%**

GRANTEE RECEIPT OF CITY GRANTS

Identify all CITY grants received by Grantee (or Fiscal Sponsor) in the last three (3) years. Information will be verified by the CITY.

1. Grant Activity Name & Contract #: _____
   Grant Period: _____ Grant Amount: _____
   Grant Purpose: _____
   Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
   Administrating Division: _____

2. Grant Activity Name & Contract #: _____
   Grant Period: _____ Grant Amount: _____
   Grant Purpose: _____
   Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
   Administrating Division: _____

3. Grant Activity Name & Contract #: _____
   Grant Period: _____ Grant Amount: _____
   Grant Purpose: _____
   Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled
   Administrating Division: _____

4. Grant Activity Name & Contract #: _____
   Grant Period: _____ Grant Amount: _____
   Grant Purpose: _____
   Grant Activity Status: ☐ Underway ☐ Completed ☐ Canceled

E. Age Friendly Honolulu (Complete only if applying for the bonus points)
Consideration is to be given to applicants that incorporate the vision and goals of the Age-Friendly Honolulu Program (as codified in ROH Chapter 2, Article 22), including but not limited to (1) enabling residents of all ages to actively participate in activities that keep them socially engaged, healthy, and active; and (2) removing barriers to inclusion for and providing support services to vulnerable residents and/or have physical limitations.

If awarded bonus points for being an Age-Friendly Honolulu project, the Grantee will be subject to additional reporting requirements, including but not limited to name, age, and physical location of seniors being served by the project.

To be eligible for the bonus points as an Age-Friendly Honolulu project an organization must demonstrate the proposal aligns with Age-Friendly Honolulu's priorities by completing the following TWO steps:

1) Go the following website https://www.hiphi.org/age-friendly-honolulu/ to access an Age-Friendly Honolulu training video. The video should be watched by at least one (1) person from the non-profit organization in a leadership position (Executive Director, Administrator, or equivalent). This video will define an "age-friendly city" and explain what types of projects align with the Age-Friendly Honolulu Vision.

2) Complete the section below by selecting which Age-Friendly Honolulu category best fits the activities of your organization and providing a brief description of how your proposal is an Age-Friendly Honolulu project.

☐ Enabling Residents of all ages to actively participate in activities that keep them socially engaged, healthy, and active, particularly at the oldest ages

☐ Providing Kupuna with meaningful roles in the community, including mentors, volunteers, or through intergenerational programming

☐ Removing barriers to support community inclusion and accessibility for persons of all abilities.

3) How is your proposal an Age-Friendly Honolulu Project and explain how your organization can meet the additional reporting requirements if awarded? *(2,000 character count limit)*