

House District _____

Senate District _____

THE TWENTY-SIXTH LEGISLATURE
HAWAII STATE LEGISLATURE
APPLICATION FOR GRANTS & SUBSIDIES
CHAPTER 42F, HAWAII REVISED STATUTES

Log No: 3-0

For Legislature's Use Only

Rec'd JAN 28 2011

Type of Grant or Subsidy Request:

GRANT REQUEST – OPERATING

GRANT REQUEST – CAPITAL

SUBSIDY REQUEST

"Grant" means an award of state funds by the legislature, by an appropriation to a specified recipient, to support the activities of the recipient and permit the community to benefit from those activities.

"Subsidy" means an award of state funds by the legislature, by an appropriation to a recipient specified in the appropriation, to reduce the costs incurred by the organization or individual in providing a service available to some or all members of the public.

"Recipient" means any organization or person receiving a grant or subsidy.

STATE DEPARTMENT OR AGENCY RELATED TO THIS REQUEST (LEAVE BLANK IF UNKNOWN):

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

1. APPLICANT INFORMATION:

Legal Name of Requesting Organization or Individual: Best Buddies International

Dba:

Street Address: J.W. Cameron Center
95 Mahalani Street #9
Wailuku, Maui, HI 96793

Mailing Address:

2. CONTACT PERSON FOR MATTERS INVOLVING THIS APPLICATION:

Name MIKE MCCORMICK

Title State Director

Phone # (808) 242-6962

Fax # (808) 875-1638

e-mail MikeMcCormick@bestbuddies.org

3. TYPE OF BUSINESS ENTITY:

- NON PROFIT CORPORATION
- FOR PROFIT CORPORATION
- LIMITED LIABILITY COMPANY
- SOLE PROPRIETORSHIP/INDIVIDUAL

6. DESCRIPTIVE TITLE OF APPLICANT'S REQUEST:

The Best Buddies Hawaii Oahu Project will allow Best Buddies to open a field office on Oahu, and to provide valuable support to youth with IDD by matching students with IDD in one-to-one friendships with their non-disabled peers. These friendships combat isolation and provide opportunities for leadership and social skills development.

4. FEDERAL TAX ID # _____

5. STATE TAX ID #: _____

7. AMOUNT OF STATE FUNDS REQUESTED:

FY 2011-2012: \$ 100,000

8. STATUS OF SERVICE DESCRIBED IN THIS REQUEST:

- NEW SERVICE (PRESENTLY DOES NOT EXIST)
- EXISTING SERVICE (PRESENTLY IN OPERATION)

SPECIFY THE AMOUNT BY SOURCES OF FUNDS AVAILABLE AT THE TIME OF THIS REQUEST:

STATE \$ _____

FEDERAL \$ _____

COUNTY \$25,000

PRIVATE/OTHER \$ _____

TYPE NAME & TITLE OF AUTHORIZED REPRESENTATIVE:

AUTHORIZED SIGNATURE

ANTHONY K SHRIVER, FOUNDER AND CHAIR

NAME & TITLE

1/26/11

DATE SIGNED

Application for Grants and Subsidies

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

I. Background and Summary

This section shall clearly and concisely summarize and highlight the contents of the request in such a way as to provide the State Legislature with a broad understanding of the request. Include the following:

1. A brief description of the applicant's background;

Best Buddies International (BBI) is a 501(c)(3) non-profit organization that was founded by Anthony K. Shriver in 1989. Our mission is to establish a global volunteer movement that creates opportunities for one-to-one friendships, integrated employment, and leadership development for people with intellectual and developmental disabilities (IDD). Established in 2008, Best Buddies Hawaii (BBHI) is a state affiliate of BBI with an office at the J.W. Cameron Center in Wailuku.

2. The goals and objectives related to the request;

The Best Buddies Hawaii Oahu Project will allow Best Buddies to open a field office on Oahu and to provide valuable support to youth with IDD by matching students with IDD in one-to-one friendships with their typical peers. These friendships combat isolation and provide opportunities for leadership and social skills development.

3. State the public purpose and need to be served;

Although Hawaii has increased the percentage of state and local expenditures for public education, it continues to rank below comparable states. In 2009, 52% of students enrolled in Hawaii public schools had special needs. Among those, 5% were enrolled in special education, 13% had multiple disabilities and 31% were economically disadvantaged. The challenge and cost of educating these students have become state and national issues. (*State of Hawaii Dept. of Education Superintendent's 20th Annual Report, published February 2010.*)

BBHI seeks \$100,000 in funding for our Oahu Project. This project will match students with IDD (buddies) in one-to-one friendships with their peers without IDD (peer buddies), by establishing five middle or high school chapters on Oahu.

4. Describe the target population to be served; and

The target population for this project is five Best Buddies chapters in Honolulu serving 100 youth with and without IDD ages 13-21.

5. Describe the geographic coverage.

This project will support five Best Buddies chapters at Kapolei High School, Kapolei Middle School, Nanakuli High School & Intermediate School, Waianae High School and Waianae Intermediate School serving the communities of Makakilo, Kalaeloa, Ko Olina, Hale/Nanakai Gardens, Nanakuli, Maili, Waianae, Makaha and Keeau.

II. Service Summary and Outcomes

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

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

This funding, if awarded, would help fund Best Buddies chapters at Kapolei High School, Kapolei Middle School, Nanakuli High School & Intermediate School, Waianae High School, and Waianae Intermediate School. The principals and special education coordinators for these schools have all been contacted and are eager for the program to commence on July 1, 2011. This project would enable Best Buddies to serve 100 youth in Honolulu ages 13-21.

The project will achieve the following outcomes: 1) promote leisure networking opportunities between students with and without IDD; 2) transform attitudes regarding the needs and natural abilities of people with IDD; 3) help students with IDD develop social skills which aid in employment; and 4) provide recreational experiences that aid in independence and community integration for people with IDD.

Upon the awarding of this grant, State Director Mike McCormick will hire a program manager (PM) who will be responsible for oversight of the chapters. The PM will work with student leaders and faculty advisors and administrators at the five schools as well as other local agencies providing services to people with IDD. This will require the PM to travel throughout the area to recruit and manage

volunteers at these schools, meet with chapter leadership, and attend chapter activities.

In addition, the PM will select dedicated professionals to serve as faculty advisors and special education advisors at the five schools listed above. The PM will also recruit, interview, and select students for the chapter president and buddy director positions for each chapter and those that will attend the annual Best Buddies International Leadership Conference.

The PM provides training, feedback, support, and motivation to student volunteers on an ongoing basis, and oversees all day-to-day operations of chapters/matches in this region.

In addition, the PM compiles information from chapters to write mid and end year reports to be filed with BBI, maintains organized chapter paperwork files, and submits all required paperwork to BBI. When needed, the PM evaluates and selects appropriate public/private school pairings.

2. The applicant shall provide a projected annual timeline for accomplishing the results or outcomes of the service;

The Best Buddies Oahu Project will begin on July 1, 2011 and will be completed on June 30, 2012 according to the following timeline:

Jul-Aug Student leaders and faculty advisors attend the 22nd annual Best Buddies International Leadership Conference at Indiana University, where they receive extensive training and preparation. BBHI holds Local Leadership Training Day for all chapter officers.

Sept-Oct Student leaders recruit student volunteers. Chapters hold their first organizational meetings and start making matches and holding match parties. BBHI holds advisor training day sessions to train all faculty who are serving as liaisons for their chapters. BBHI conducts IDD training for volunteers. Many chapters hold parent nights to provide information.

Nov-Dec BBHI staff continues to ensure that chapters are implementing best practices as outlined by BBI. Chapters hold holiday group activities. Student leaders and BBHI staff conduct mid-year reports.

Jan-Feb Students set a calendar for the spring semester including all meetings and activities. Chapters hold fundraisers, plan service projects, and begin leadership recruitment for the following school year.

March March is Best Buddies Month. BBHI hosts an annual friendship event for participants, their families, friends and members of the community.

Apr-June BBHI staff conducts annual survey of all volunteers. Participants engage in National Youth Service Day. Student leaders are selected for the upcoming school year. Year-end evaluations and reports are written by both student leaders and staff.

BBHI staff facilitates buddy pairs saying good bye at the end of the school year and discuss how to stay in touch over the summer. Students that are graduating or moving complete alumni forms to stay involved in Best Buddies.

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

Best Buddies defines a successful chapter as one in which participants meet their commitment to communicate once per week and to participate in a one-to-one activity together twice per month. We will also consider the number and quality of leadership trainings we hold, the number of friendships we make, and the number and quality of chapter activities in our evaluation of the project's impact.

We use four tools to evaluate the effectiveness of program activities. The first is the friendship update, a form that serves as a maintenance tool to log the progress of the buddy pairs, including contacts and one-to-one activities, and friendship successes and concerns. Friendship updates are used to determine whether individual matches are successful or whether students should be re-matched. They are completed by the chapter president and returned to the program manager by the 15th of each month.

The second and third tools are the Mid- and End-Year Reports. These reports, filled out by student officers, detail chapter activities, number of matches, goals for the following semester, etc. Best Buddies staff uses the information gleaned from these reports along with detailed information gathered throughout the semester from communication, observation, and chapter visits to complete their own comprehensive Mid- and End-Year Reports for each chapter. Mid- and End-Year Reports are used to monitor progress and to highlight areas that need improvement. They are completed at the end of each semester.

The last evaluation tool is the Hardman Survey. This tool was developed by Michael Hardman, Ph.D., Dean of the College of Education at the University of Utah, to analyze factors such as whether participants enjoyed their experience, whether they would recommend it to others, and whether they gained a better understanding of the challenges faced by people with IDD.

4. The applicant shall list the measure(s) of effectiveness that will be reported to the State agency through which grant funds are appropriated (the expending agency). The measure(s) will provide a standard and objective way for the State to assess the program's achievement or accomplishment. Please note that if the level of appropriation differs from the amount included in this application that the measure(s) of effectiveness will need to be updated and transmitted to the expending agency.

BBHI seeks \$100,000 in funding for our Oahu Project. This project will match students with IDD (Buddies) in one-to-one friendships with their peers without IDD (Peer Buddies), by establishing five middle or high school chapters on Oahu.

Goals for the project include:

- *Increase socialization and inclusion of middle and high school students with IDD.*

80% of Special Education Advisors will report that students with IDD are more socially integrated at their schools because of our programs, and 75% of participants with IDD will recommend program participation to others.

- *Help students with IDD develop life skills critical to furthering education and employment.* 80% of participating special education professionals will report that students with IDD benefit from our program.

- *Enable Hawaii's high school students to learn and practice responsible social leadership.* 65% of student leaders will attend a leadership training course at the beginning of the school year.

- *Increase awareness of the abilities of people with IDD.* 70% of non-disabled participants will report that they have a better understanding of people with IDD because of our program, and 70% of non-disabled participants will report that they have a more positive attitude about people with IDD because of our program.

- *Educate Hawaii's residents about the importance of inclusion through group activities and events.* 65% of participants will participate in integrated group activities in community spaces.

III. Financial

Budget

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

Please see attached.

2. The applicant shall provide its anticipated quarterly funding requests for the fiscal year 2011-2012.

Quarter 1	Quarter 2	Quarter 3	Quarter 4	Total Grant
25,000	25,000	25,000	25,000	100,000

IV. Experience and Capability

A. Necessary Skills and Experience

The applicant shall demonstrate that it has the necessary skills, abilities, knowledge of, and experience relating to the request. State your experience and appropriateness for providing the service proposed in this application. The applicant shall also provide a listing of verifiable experience of related projects or contracts for the most recent three years that are pertinent to the request.

Best Buddies is a 501(c)(3) non-profit organization founded in 1989 and dedicated to enhancing the lives of children and adults with intellectual and developmental disabilities (IDD) by providing opportunities for one-to-one friendships and integrated employment.

Founded by Anthony Kennedy Shriver, Best Buddies is a vibrant, international organization that has grown from one original chapter to more than 1,500 college, high school and middle school campuses across the country and internationally.

Best Buddies programs engage participants in each of the 50 United States. We have accredited international programs on six continents with additional country programs under active development. Our seven formal programs - Best Buddies Middle Schools, High Schools, College, Citizens, Jobs, Ambassadors, and e-Buddies® - will positively impact more than 700,000 individuals this year.

Best Buddies volunteers annually contribute services to the community that equate to more than \$170 million USD.

BBHI ensures that each child enrolled in our program reaps the greatest benefits possible through the implementation of a service delivery model grounded in time-tested standards developed by BBI and tailored to meet the specific needs of our local service population. All Best Buddies chapters are required to comply with certain program protocols that are strictly enforced and supported by Best Buddies staff.

Best Buddies has received a 4-star rating from Charity Navigator, America's

largest independent evaluator of charities, for the third consecutive year. According to Charity Navigator, "Receiving four out of a possible four stars indicates that Best Buddies excels, as compared to other charities in America, in successfully managing the finances of the organization in an efficient and effective manner." This consistency in the rating is an exceptional feat, especially given the economic challenges many charities have had to face in the last year.

BBHI has been operating in Maui County since July 2008. Currently, the program on Maui has one middle school and four high school chapters serving over 270 participants.

B. Facilities

The applicant shall provide a description of its facilities and demonstrate its adequacy in relation to the request. If facilities are not presently available, describe plans to secure facilities. Also describe how the facilities meet ADA requirements, as applicable.

The University of Hawaii at Manoa has offered to provide BBHI free office space for an office on Oahu to administer this grant.

V. Personnel: Project Organization and Staffing

A. Proposed Staffing, Staff Qualifications, Supervision and Training

The applicant shall describe the proposed staffing pattern and proposed service capacity appropriate for the viability of the request. The applicant shall provide the qualifications and experience of personnel for the request and shall describe its ability to supervise, train and provide administrative direction relative to the request.

BBHI State Director Mike McCormick is responsible for ensuring success of all state programs, and managing all state and private grants. Mike has overseen Best Buddies chapters in Maui County since April 2008. Mike has a brother with IDD and is passionate about Best Buddies' mission. He is a successful business man and has been a community activist since 1990. Mike will maintain contact with student leaders and advisors at chapters through email, phone and site visits, and assist with problem-solving and leadership development.

Mike reports to BBI's Vice President, State Operations and Programs, Tiffany Cannava, who manages and oversees all programs and new state development. Tiffany's involvement with Best Buddies began in 1991 as a special education

major at the University of Miami. She founded the Best Buddies chapter at the University of Miami and was the student leader for two years. Upon graduation, she was hired by BBI to create and oversee the Best Buddies Citizens program, which matches adults with and without intellectual disabilities in one-to-one friendships. In 1996, Tiffany initiated the Best Buddies Jobs program in Los Angeles and became the state director for Best Buddies California in 1998. In June 2000, she returned to Miami to take on the position of director of program expansion for BBI and to oversee Best Buddies Jobs. Tiffany became the vice president, state development and operations in 2008, overseeing the operations and development efforts of the state offices and her current position in 2009. BBI's Vice President of Finance, Jennifer Miller, came to Best Buddies in 2000 with eight years of management experience in payroll and accounts payable. Jen earned her B.S. in Accounting from Florida International University. She is responsible for financial accounting related to this grant.

In addition, BBHI also has an Oahu Advisory Board consisting of members of the community.

B. Organization Chart

The applicant shall illustrate the position of each staff and line of responsibility/supervision. If the request is part of a large, multi-purpose organization, include an organizational chart that illustrates the placement of this request.

Please see attached organizational charts.

VI. Other

A. Litigation

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

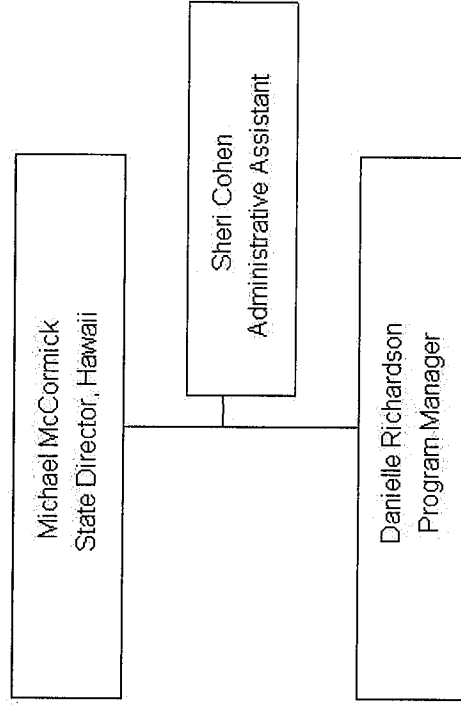
N/A

B. Licensure or Accreditation

Specify any special qualifications, including but not limited to licensure or accreditation that applicant possesses relevant to this request.

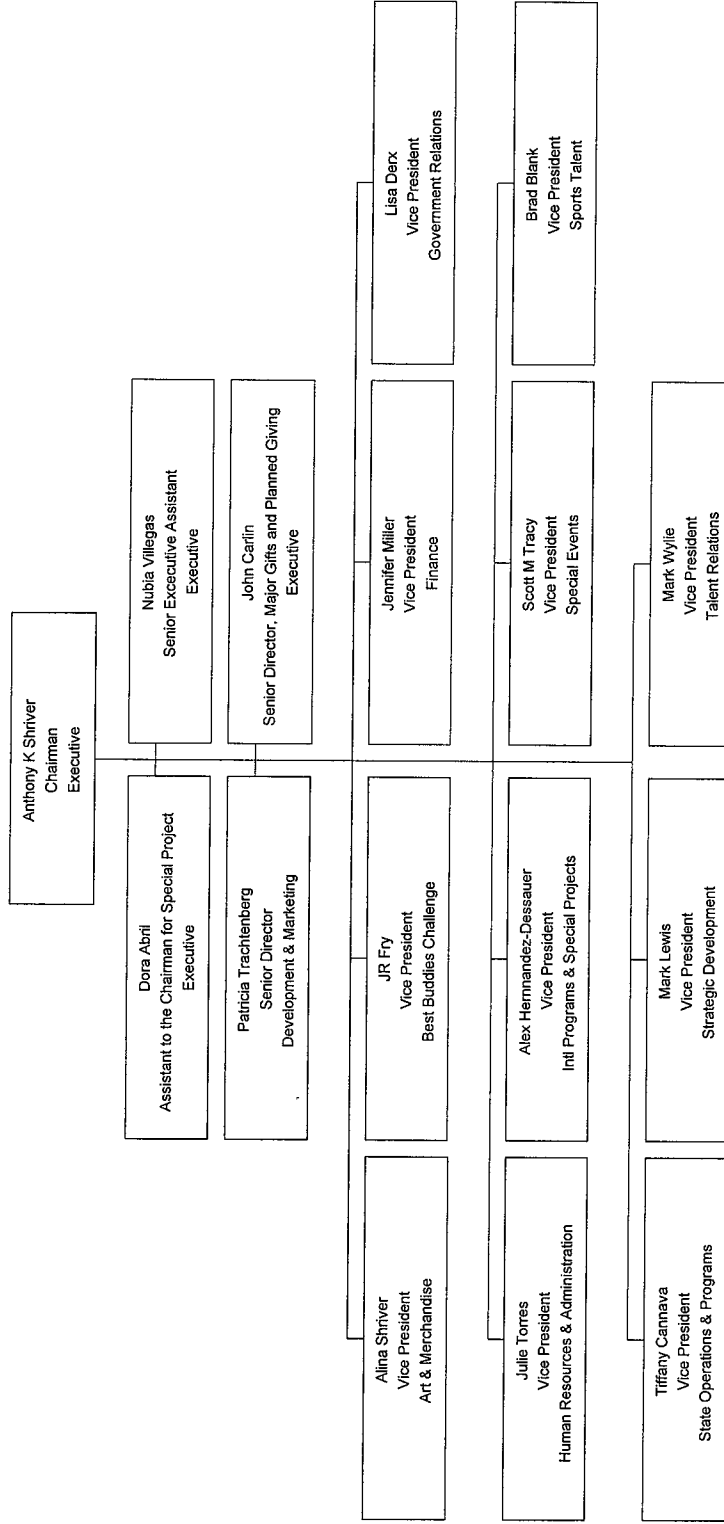
N/A

State Operations & Programs
Best Buddies International, Inc.

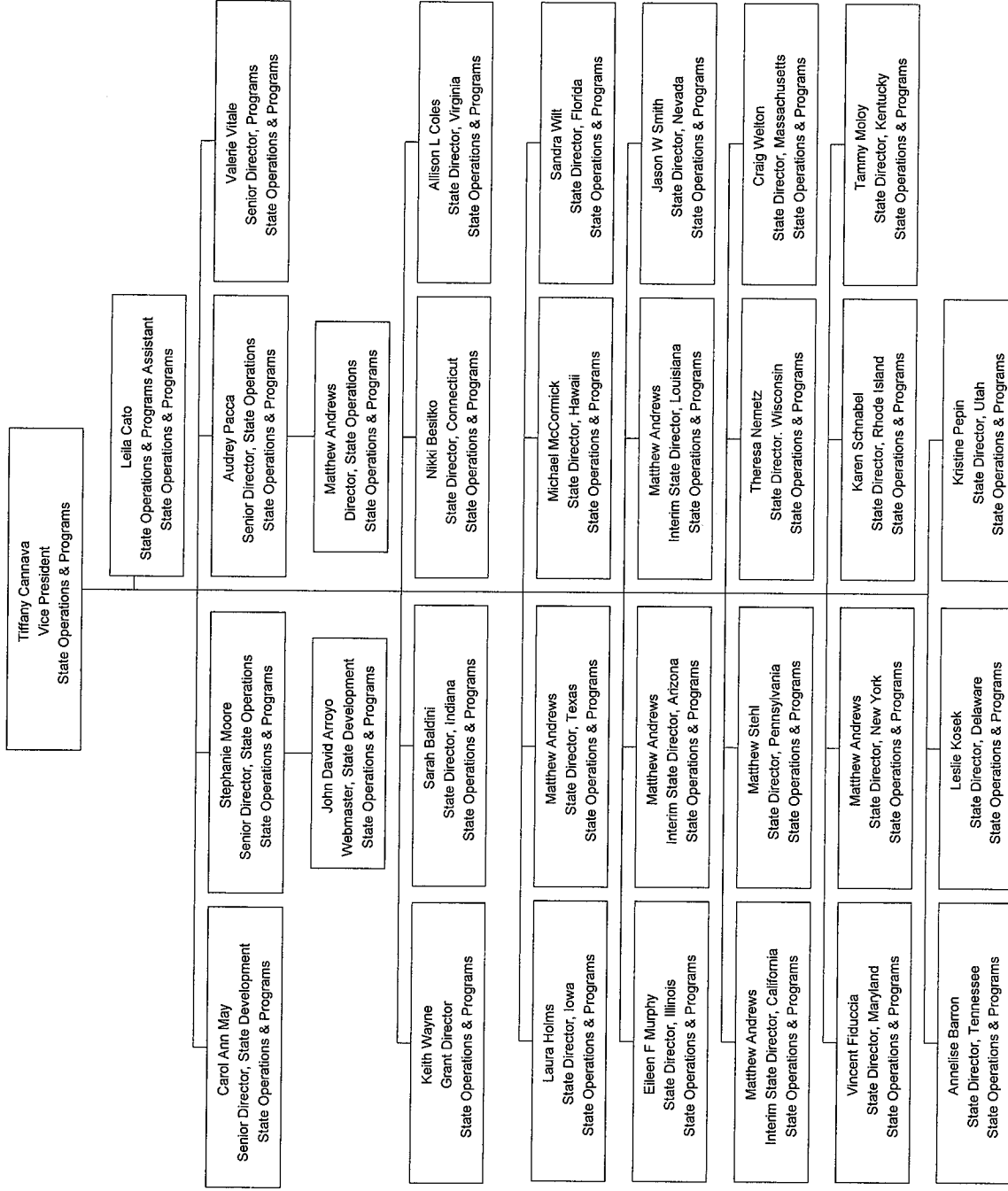


December 15, 2010

Best Buddies International Inc.

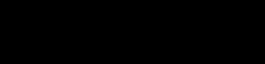
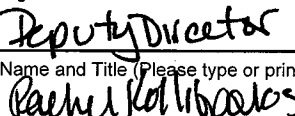


Best Buddies International Inc.



BUDGET REQUEST BY SOURCE OF FUNDS
(Period: July 1, 2011 to June 30, 2012)

Applicant: Best Buddies Hawaii

BUDGET CATEGORIES	Total State Funds Requested (a)	Matching funds (b)	(c)	(d)
A. PERSONNEL COST				
1. Salaries	52,800	13,200		
2. Payroll Taxes & Assessments	5,808	1,452		
3. Fringe Benefits	5,808	1,452		
TOTAL PERSONNEL COST	64,416	16,104		
B. OTHER CURRENT EXPENSES				
1. Airfare, Inter-Island	2,000	500		
2. Insurance				
3. Lease/Rental of Equipment	3,200	800		
4. Lease/Rental of Space	6,400	1,600		
5. Staff Training	1,200	300		
6. Supplies	944	236		
7. Telecommunication	1,440	360		
8. Utilities				
9 Postage	600	150		
10 Public Awareness/Marketing	800	200		
11 Volunteer recruitment/training	4,000	1,000		
12 Agency support and training	15,000	3,750		
13				
14				
15				
16				
17				
18				
19				
20				
TOTAL OTHER CURRENT EXPENSES	35,584	8,896		
C. EQUIPMENT PURCHASES				
D. MOTOR VEHICLE PURCHASES				
E. CAPITAL				
TOTAL (A+B+C+D+E)	100,000	25,000		
SOURCES OF FUNDING		Budget Prepared By:		
(a) Total State Funds Requested	100,000	Rachel Kolliopoulos	202-554-4801	
(b) City and County of Honolulu	25,000	Name (Please type or print)	Phone	
LEEWARD COAST COMMUNITY BENEFITS PROGRAM			1/25/2011	
(d)		Signature	Date	
TOTAL BUDGET	125,000	 Name and Title (Please type or print) Rachel Kolliopoulos		

BUDGET JUSTIFICATION - EQUIPMENT AND MOTOR VEHICLES

Applicant: Best Buddies Hawaii

Period: July 1, 2011 to June 30, 2012

DESCRIPTION EQUIPMENT	NO. OF ITEMS	COST PER ITEM	TOTAL COST	TOTAL BUDGETED
Desk and chair	1.00	\$300.00	\$ 300.00	
Computer	2	\$1,000.00	\$ 2,000.00	
Printer and Fax	1	\$500.00	\$ 500.00	
Copier rental	1	\$1,200.00	\$ 1,200.00	
		\$ -	-	
TOTAL:	5		\$ 4,000.00	
JUSTIFICATION/COMMENTS:				

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

**BUDGET JUSTIFICATION
CAPITAL PROJECT DETAILS**

Applicant: Best Buddies Hawaii

Period: July 1, 2011 to June 30, 2012

FUNDING AMOUNT REQUESTED						
TOTAL PROJECT COST	ALL SOURCES OF FUNDS RECEIVED IN PRIOR YEARS		STATE FUNDS REQUESTED	OF FUNDS REQUESTED	FUNDING REQUIRED IN SUCCEEDING YEARS	
	FY: 2009-2010	FY: 2010-2011	FY: 2011-2012	FY: 2011-2012	FY: 2012-2013	FY: 2013-2014
PLANS	N/A	N/A	N/A	N/A	N/A	N/A
LAND ACQUISITION	N/A	N/A	N/A	N/A	N/A	N/A
DESIGN	N/A	N/A	N/A	N/A	N/A	N/A
CONSTRUCTION	N/A	N/A	N/A	N/A	N/A	N/A
EQUIPMENT	N/A	N/A	N/A	N/A	N/A	N/A
TOTAL:	N/A	N/A	N/A	N/A	N/A	N/A
JUSTIFICATION/COMMENTS:						

**DECLARATION STATEMENT
APPLICANTS FOR GRANTS AND SUBSIDIES
CHAPTER 42F, HAWAII REVISED STATUTES**

The undersigned authorized representative of the applicant acknowledges that said applicant meets and will comply with all of the following standards for the award of grants and subsidies pursuant to section 42F-103, Hawaii Revised Statutes:

- (1) Is licensed or accredited, in accordance with federal, state, or county statutes, rules, or ordinances, to conduct the activities or provide the services for which a grant or subsidy is awarded;
- (2) Comply with all applicable federal and state laws prohibiting discrimination against any person on the basis of race, color, national origin, religion, creed, sex, age, sexual orientation, or disability;
- (3) Agree not to use state funds for entertainment or lobbying activities; and
- (4) - Allow the state agency to which funds for the grant or subsidy were appropriated for expenditure, legislative committees and their staff, and the auditor full access to their records, reports, files, and other related documents and information for purposes of monitoring, measuring the effectiveness, and ensuring the proper expenditure of the grant or subsidy.

In addition, a grant or subsidy may be made to an organization only if the organization:

- (1) Is incorporated under the laws of the State; and
- (2) Has bylaws or policies that describe the manner in which the activities or services for which a grant or subsidy is awarded shall be conducted or provided.

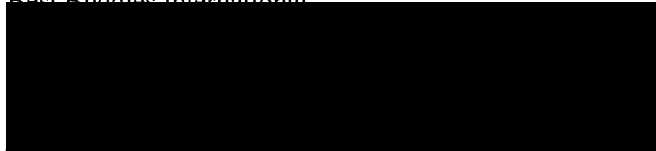
Further, a grant or subsidy may be awarded to a non-profit organization only if the organization:

- (1) Has been determined and designated to be a non-profit organization by the Internal Revenue Service; and
- (2) Has a governing board whose members have no material conflict of interest and serve without compensation.

For a grant or subsidy used for the acquisition of land, when the organization discontinues the activities or services on the land acquired for which the grant or subsidy was awarded and disposes of the land in fee simple or by lease, the organization shall negotiate with the expending agency for a lump sum or installment repayment to the State of the amount of the grant or subsidy used for the acquisition of the land.

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

Best Buddies International



1-26-11
(Date)

Anthony K. Shriver
(Typed Name)

Founder and Chairman
(Title)