

House District 24

Senate District 10

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

Log No: 19-0

For Legislature's Use Only

REC'D JAN 27 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): DEPARTMENT OF EDUCATION

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

1. APPLICANT INFORMATION:

Legal Name of Requesting Organization or Individual: Frank De Lima's Student Enrichment Program, Inc.

Dbas: Frank De Lima's Student Enrichment Program, Inc.

Street Address: 1560 Thurston Ave #603, Honolulu, HI 96822

Mailing Address: 1560 Thurston Ave #603, Honolulu, HI 96822

2. CONTACT PERSON FOR MATTERS INVOLVING THIS APPLICATION:

Name MARK A. DE LIMA, SR.

Title Administrative Officer

Phone # (330)948-9118

Fax # NA

e-mail markdelimasr@gmail.com

3. TYPE OF BUSINESS ENTITY:

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

6. DESCRIPTIVE TITLE OF APPLICANT'S REQUEST:

SCHOOL VISITATION PROGRAM

4. FEDERAL TAX ID: _____

5. STATE TAX ID #: _____

7. AMOUNT OF STATE FUNDS REQUESTED:

FY 2011-2012: \$ 75,000

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 \$ _____
 PRIVATE/OTHER \$ _____

FRANK W. DE LIMA, JR., EXECUTIVE DIRECTOR
NAME & TITLE

1/24/2011
DATE SIGNED

Application for Grants and Subsidies

I. Background and Summary

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

Frank De Lima's Student Enrichment Program (Program) was founded in 1980 by De Lima, who serves as the Program's Executive Director. He was so passionate about this cause that the school visitations were funded for more than 20 years through his own personal assets.

The program was incorporated in the State of Hawai'i in 1995 as a private, 501 (c) (3) non-profit organization to primarily provide drug education and drug abuse prevention services to Hawai'i's youth. Since its establishment as a non-profit, the Program currently serves more than 160 elementary and intermediate schools and reaches about 80,000 students annually. It takes De Lima two years to complete the entire school visitation cycle.

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

The programs goals and objectives are to:

- a. Provide drug education and drug abuse prevention to youth
- b. Assist elementary and middle/intermediate school students in developing positive values.
- c. Assist youth in coping with life changes in their maturational process

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

Growing up in today's society is difficult. Children are often confronted with negative influences including drugs, alcohol, smoking, peer pressure, bad nutrition, etc. Without the proper support and education, wrong decisions could have potentially damaging long-term effects on Hawai'i's keiki (i.e. failing/dropping out of school, incarceration, substance dependency, obesity, teen pregnancy, etc.) As a result, the Program provides vital guidance to Hawai'i's school-aged children on the development of positive attitudes and values during their maturational process. This preventative effort is much more effective and efficient than after the fact treatment services. The cost for treatment services such as residential treatment, incarceration or simple ongoing counseling is prohibitive and cannot be compared to the cost of Frank's program.

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

The target population served by the Program consists of elementary and middle/intermediate school students in both public and private institutions.

5. **Describe the geographic coverage**

The Program reaches students on all major islands throughout Hawai'i, except Ni'ihau.

II. Service Summary and Outcomes

1. Describe the scope of work, tasks and responsibilities

School visitations are arranged prior to each school year between the Program and the Hawai'i Department of Education (DOE). The program's Administrative Officer coordinates the visitation schedule with the DOE and the Program's Executive Director executes all school visitations and presentations. The presentation content varies upon the general age of the students. Thus, the Program is comprised of three major components:

a. Elementary and Intermediate School Program.

Consistency and repetition are key learning variables in helping K to 3rd graders absorb a simple but essential message: The importance of reading, studying, laughing and family. This message is conveyed in a fun yet meaningful manner.

itis”

As for 4th to 8th graders, De Lima discusses the trials of “growing up” and the emotional “diseases” – also known in the Hawaiian Pidgin language as “tidah- and “blalah-itis – that are commonly associated with this age group. These discussions are geared toward assisting students in having a positive attitude, which can make school and home life better.

b. Student Transition Convention

The transition between elementary and middle/intermediate schools is a major emotional and physical leap from childhood to adolescence for all students. It is a sensitive time that can be filled with anxiety and confusion. As such, De Lima, in cooperation with Adult Friends for Youth and the DOE coordinates the Student Transition Convention. It was established to allow this age group the opportunity to enjoy a common experience with peers from other schools and understand that their expectations and apprehensions are normal. This annual event, which was developed and implemented by De Lima, hosts more than 14,000 students statewide.

c. Middle/Intermediate School Follow-up Program

As a follow-up to the Student Transition Convention, De Lima visits Hawai'i's middle/intermediate schools and shares with students the following ten guidelines for leading happier and healthier lives:

- (1) Choose your friends wisely
- (2) Find a responsible adult friend to confide in
- (3) Ask for help when you need it
- (4) Respect your uniqueness and the uniqueness of other
- (5) Do your personal best
- (6) Keep healthy in mind, body and spirit
- (7) Attend school and make it a positive experience
- (8) Choose peaceful solutions
- (9) Dream big and follow your dreams
- (10) Laugh at least twice a day

Although De Lima's general messages and delivery slightly vary based upon the audience's age group, the concept of hope was incorporated into all three levels of the Program last year. As for the 2011-2012 school year, the core message will continue to focus on hope and following rules and warnings

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

The Program is normally on a two year cycle and visits 99% of the elementary and middle/intermediate schools statewide. However, due to limited funds, only 30% of the neighbor island schools are currently included in the visitation schedule. The Program continues to strive to secure adequate funding to once again include all neighbor island schools.

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

The program plans to launch a new web based survey program to evaluate and monitor the results and effectiveness of its presentations to students. The new process will replace existing paper evaluation forms. Teachers from each class as well as school administrators and staff members will also be asked to complete the on-line survey. De Lima will also meet with DOE personnel to monitor the effectiveness of the Program. Finally, the Program will conduct an annual assessment that will include input from DOE personnel and responses from students and other organizations that work with the Program.

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.

The Program coordinates and pays for an outside independent evaluator to Conduct an annual assessment of the Program's effectiveness.

The assessment is comprised of results from evaluation forms completed by students, teachers, school administrators and staff members that participated in the Program. Due to the Program's nature, evaluations focus on general outcomes, which refer to immediate results of doing activities. By focusing on these outcomes, the evaluation serves as a checkpoint for determining how close the Program is to reaching its goals and how to leverage resources to inspire students.

Grades K-3 students measure the Program's effectiveness by answering yes or no to the following questions which are listed in the evaluation form:

1. I read more.
2. I get along better with others.
3. I work harder to finish my homework.
4. I learned that laughing can be good, and can be bad.
5. I learned that my family is important to me.

Grades 4-8 students measure the Program's effectiveness by answering strongly Agree (SA)/agree (A)/disagree (D)/strongly disagree (SD) to the following Questions in the evaluation form:

1. I study harder and try to finish my homework.
2. I read more.
3. I am more aware of how my actions affect others.
4. I learned how important it is to take care of myself (health, hygiene).
5. I learned to avoid behaviors such as: teasing, bullying, stealing, gossiping and doing drugs.

Teachers, administrators, and staff measure the Program's effectiveness by Answering SA/AD/SD to the following questions in the evaluation form:

1. The message of the Program encourages students to read more and study harder.
2. The Program teaches students about laughter and humor, and encourages them to get along with others.
3. The scheduling and coordination of the Program was conducted in a timely manner.
4. It would be worthwhile for other schools to participate in the Program.
5. I've observed that the Program has made positive impact on my students' behavior (i.e., school work, social skills, attitude, etc.)
6. Overall, the presentation was useful, relevant, and meaningful for my students.

III. Financial

Budget

1. **The applicant shall submit a budget utilizing the enclosed budget forms as applicable, to detail the cost of the request.**
See attached budget sheet.
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
22,800	19,800	19,800	12,600	75,000

3. **The applicant shall provide a listing of all other sources of funding that they are trying to obtain for fiscal year 2011-2012.**

Friends of Hawaii Charities:	\$10,000
Combined Federal Campaign:	\$ 4,000
Abigail K.K. Kawananaoka, Trustee	\$ 5,000
Chevron, Hawaii	\$ 1,000
Pocho Shoot-Out Fundraiser	\$20,000
HMSA Foundation	\$ 5,000

IV. Experience and Capability

A. Necessary Skills and Experience

Frank De Lima has been a pillar of Hawai'i's entertainment community for 35 years. Besides amusing both kama'aina and malahini with his impressive musical parodies and spontaneous creativity, this award-winning comedic genius also wanted to support the educational and developmental needs of Hawai'i's keiki.

Thus, for more than three decades, De Lima uses his extensive experience as a comedian to deliver important messages to elementary and middle/intermediate schools throughout Hawai'i. He manages to blend humor and core values in a comfortable manner that his audiences understand and appreciate.

For students in grades K to 3, De Lima focuses on reading, studying, laughing and family. As for grades 4 to 8, De Lima presents the ten guidelines to lead happy and healthy lives. Topics include choosing friends wisely, asking for help when needed, doing your personal best, choosing peaceful solutions, and laughing at least twice a day.

B. Facilities

The Program is primarily operated in the field. Administrative functions are performed in the Executive Director and Administrative Officer's home offices.

V. Personnel: Project Organization and Staffing

A. Proposed Staffing, Staff Qualifications, Supervision and Training

Organizationally, the Program consists of its board of directors (see attached), an executive director, administrative officer and two program assistants.

As previously stated, the Program has been in existence for more than 30 years under the leadership and guidance of its executive director, Frank De Lima. De Lima is responsible for providing all school presentations, supervising the administrative officer and program assistants.

The Program's Administrative Officer is responsible for coordinating schedules, and performing administrative functions including bookkeeping, preparation of grant requests, and maintaining general office operations.

Program assistants assist the executive director at all visitations.

B. Organization Chart

See attached Organization Chart

VI. Other

A. Litigation

N/A

B. Licensure or Accreditation

N/A

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

Applicant: Frank De Lima's Student Enrichment Program

BUDGET CATEGORIES	Total State Funds Requested (a)	Fundraising Efforts & Donations (b)	(c)	(d)
A. PERSONNEL COST				
1. Salaries	40,000			
2. Payroll Taxes & Assessments	10,000			
3. Fringe Benefits				
TOTAL PERSONNEL COST	50,000			
B. OTHER CURRENT EXPENSES				
1. Airfare, Inter-Island	7,000			
2. Insurance		5,000		
3. Lease/Rental of Equipment (Van)		6,720		
4. Lease/Rental of Space				
5. Staff Training				
6. Supplies				
7. Telecommunication		2,500		
8. Utilities				
9. Vehicle Fuel/Mileage		2,500		
10. Per Diem (inter-island - car, hotel, meals)	15,000			
11. Website		200		
11. On-line Independent Teacher/Student Survey System	3,000			
12. CPA		1,500		
13 Fundraising Expenses		10,000		
14 Office Supplies/Printing Svcs		3,000		
15 Taxes and Misc Fees		2,500		
16				
17				
18				
19				
TOTAL OTHER CURRENT EXPENSES	25,000	33,920		
C. EQUIPMENT PURCHASES				
D. MOTOR VEHICLE PURCHASES				
E. CAPITAL				
TOTAL (A+B+C+D+E)	75,000	33,920		
SOURCES OF FUNDING		Budget Prepared By:		
(a) Total State Funds Requested	77,200	Mark A. De Lima, Sr. / Administrative Officer (330)948-9118		
(b) Fundraising Efforts and Donations	37,120	Name (Please type or print) _____ Phone _____		
(c)		Signature of Authorized Official _____ Date _____		
(d)		Frank W. De Lima, Jr. / Executive Director		
TOTAL BUDGET	114,320	Name and Title (Please type or print)		

**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:

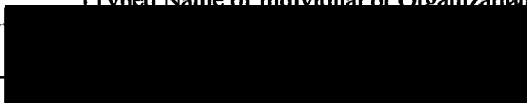
- (1) Has been determined and designated to be a non-profit organization by the Internal Revenue Service; and
- (2) Has a governing board whose members have no material conflict of interest and serve without compensation.

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.

Frank De Lima's Student Enrichment Program, Inc.

(Typed Name of Individual or Organization)



Frank W. De Lima, Jr.

(Typed Name)

1/22/2011

(Date)

Executive Director

(Title)

Frank De Lima's Student Enrichment Program
Board of Directors

Albert R. Chong	Albert Chong Associates, Inc. 1117.Kapahulu Avenue Honolulu, Hawaii 96816 Phone: 738-5355 Fax: 738-5455 arclight@alchong.net	President
Lloyd Nishikawa	P.O. Box 10536 Honolulu, Hawaii 96825 Phone: 732-1330 Fax: 735-6961	Vice President
Edith Won	c/o Terrence Won, DDS 1314 S. King St., Suite 419 Honolulu, Hawaii 96814 Phone: 531-8888 Fax: 531-8887	Secretary
Albert Chee	Chevron Public Affairs 91-480 Makakole Street Kapolei, Hawaii 96707-1807 Phone: 682-2313 Fax: 682-2214	Director
Mike Kitagawa	109 Kaahumanu Avenue Kahului, Hawaii 96730 Phone: 808-877-0455 Fax: 808-877-0477	Director
Ann Kobayashi	City Council 530 S. King Street, 2 nd floor Honolulu, Hawaii 96813 Phone: 547-7005 Fax: 527-5717	Director
Barney Robinson	Waiialae Chevron 4117 Waiialae Avenue Honolulu, Hawaii 96816 Phone: 734-5596; 839-2803 Fax: 836-3022	Director
Loke Sala	373A N. Kainalu Drive Kailua, Hawaii 96734 Phone: 842-8333 Fax: 261-5327	Director
Terrence Won	Terrence Won, DDS 1360 S. Beretania Street Ste. 300 Honolulu, Hawaii 96814-1520 Phone: 531-8888 Fax: 531-8887 tw@docwon.com	Director

**Frank De Lima's Student Enrichment Program
Organizational Chart**

