

House District _____

Senate District _____

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

Log No: 55-0

For Legislature's Use Only

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:
KEEP THE HAWAIIAN ISLANDS BEAUTIFUL

Dba:
KEEP THE HAWAIIAN ISLANDS BEAUTIFUL

Street Address:
1000 HOLOMUA ROAD, OLD MAUI HIGH SCHOOL, PAIA, HI 96779

Mailing Address:
P.O. Box 2610, WAILUKU, HI 96793

2. CONTACT PERSON FOR MATTERS INVOLVING THIS APPLICATION:

Name: JAN DAPITAN

Title: DIRECTOR AND STATE LEADER

Phone #: (808) 579-9308

Fax #: (808) 579-9309

e-mail: KHIB.KAB@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:

WORKING TOGETHER TO KEEP THE HAWAIIAN ISLANDS BEAUTIFUL

4. FEDERAL TAX ID #: _____

5. STATE TAX ID #: _____

7. AMOUNT OF STATE FUNDS REQUESTED:

FY 2012-2013: \$ 175,200

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 \$ 7,500

PRIVATE/OTHER \$ 12,853

TYPE NAME & TITLE OF AUTHORIZED REPRESENTATIVE:

JAN DAPITAN STATE LEADER
NAME & TITLE

1-20-12
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;

Keep the Hawaiian Islands Beautiful is the State Leader for the Keep America Beautiful System in Hawaii and is an independent, private, Non-profit 501(c)-3 corporation dedicated to educating people about clean beautiful environments. This includes, but is not limited to litter pick-ups, recycling programs, graffiti education and removal programs, park and roadside improvements, classroom demonstrations, native plant restoration, and marine and ocean cleanup projects. Through the execution of former contracts funded through state general funds KHIB has proven that it has the capability to assume an increased statewide presence on the issues and projects relating to environmental education, solid waste initiatives and other programs concerning the health of our environment.

2. The goals and objectives related to the request;

Since the 1995 abolishment of the state Department of Health's Litter Control Office, both state and local affiliates have not had financial support from state government until the Grant-In-Aid in 2007-08. This network of environmental organizations has continued to provide programs, education and training in Hawaii for community based projects and cleanups funded by private donations and volunteer staff. With funding our organization is prepared to handle the growing needs of these environmental concerns that stretch throughout the state.

- a. Continued outreach and meeting certification benchmarks for island community affiliates throughout the state. (Examples: West Hawaii and Haleiwa)*
- b. Provide on-going education and training for current and new affiliates through workshops providing the latest information on capacity building and sustainability, volunteer coordination,*

project systems management and government, business and community interfacing.

- c. Dissemination of newly developed curriculum and educational materials for schools, communities and the public at large, addressing litter and solid waste behaviors, enlisting affiliates in the preparation and distribution on community-centric collaterals throughout the state.*
- d. Upgrading of technology and equipment, providing assistance in the development of on-line linkages to communication systems for all affiliates including social media.*
- e. Facilitation and oversight of the statewide hotline planned and developed in 2008 to monitor and respond to problems, requests, regarding issues of illegal dumping, litter and beautification, along with the subsequent mobilization of volunteers to conduct measurements and trace the source of problems.*
- f. Continuous recruitment, training, maintenance, and the retention of thousands of “career” and episodic volunteers and the private and public sectors in keeping with the current trends and developments in 21st century volunteerism. Facilitating a statewide network of recognition with activities and awards from state leadership levels.*

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

Hawaii’s economic vitality and long-term economic stability depends on a clean and healthy environment. Tourism, public health, and quality of life issues are directly linked to the health of the environment. Public behaviors towards litter and illegal dumping continue to plague every island. The lack of funding for this network of environmental community based organizations has resulted in a decline in environmental education, the ability to mount statewide coordination of clean-up events, and noticeable increase of littering throughout the state. There is a very sincere need for sustainable, coordinated statewide effort to turn the tide and to get the general public involved in caring for the land again. KHIB and local affiliates can utilize the Keep America Beautiful System of turn-key programs designed to tackle community issues such as graffiti removal and prevention, waste reduction, cigarette litter prevention and beautification. Studies have shown a direct correlation between pride in communities and civic responsibility.

The network of community-based affiliates takes a grass-roots approach to solving community problems and taking responsibility for our actions, promoting a sense of ownership of the community.

4. Describe the target population to be served; and

Our target population is ALL the people of Hawaii and those in rural areas without the ability to dispose of waste in an appropriate manner, due to the need of basic resources, that our network of organizations can provide at the grass-roots level with the funding that is requested. This includes a 4th and 5th grade environmental curriculum, hands on preservation experiences for both middle and high school students, and valuable volunteer experience for elderly and retired citizens, to promote a general collaboration of business, government and communities.

5. Describe the geographic coverage.

KHIB is the Keep America Beautiful State Affiliate for Hawaii, and partners with other KAB affiliates throughout the state, specifically Maui's Community Work Day Program, Oahu affiliates Keep Honolulu Beautiful, and Nani O'Waianae, Big Island affiliate Keep Hawaii Beautiful, Molokai's Keep Kalaupapa Settlement Beautiful and Kauai's Keep Kauai Beautiful. By networking with the environmental and preservation community, KHIB has also identified several potential affiliates throughout the state.

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;

KHIB will continue to support the statewide network in their coordination of business, government and community to implement volunteer driven programs of litter control, environmental education, recycling programs, graffiti education and removal programs, park and roadside improvements, solid waste initiatives and native plant restoration.

KHIB and the network of statewide affiliate seek to change behavior and attitudes toward the environment by fostering a sense of collective efficiency and mutual responsibility for the health of our communities and the environment as a whole.

KHIB will continue to process and respond to all calls generated by the Statewide Litter Hotline. These calls address not only the actions of littering and illegal dumping witnessed by concerned citizens, but also whenever possible can offer assistance in organizing a cleanup effort in a particularly heavily littered area.

The dissemination of the environmental education curriculum will continue throughout the year. The curriculum will allow that students have access to learning about the importance of a healthy environment and are encouraged to think critically about waste reduction and responsibility in our communities. The curriculum is designed for 4th and 5th grade classes, and the message is unchanging. The curriculum can be taught consecutively, making a difference in the lives of thousands of Hawaii's children each year.

KHIB will continue the work of increasing the number of sustainable island affiliates throughout the state. This will include additional sponsors statewide, expanding the impact that the collective network has in reaching into the various communities. The funds will be utilized to provide training and capacity building (directly or through community resources and referral), technology upgrades and innovations to support the continued recruitment, retention and recognition of volunteers.

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

By October 2012, KHIB will conduct at least two meeting of the statewide affiliates and solicit continuing grant applications for program operations that meet established application criteria. Meeting and activities will be documented as well as memoranda of agreements with each for sub-grant awarded.

By October 2012, KHIB will identify two potential affiliates and prepare them for certification, making training available to them and the established affiliates. Meeting will be documented.

By December 2012, KHIB will make a variety of capacity building resources available to affiliates in topics such as volunteer coordination, partnerships with business, government, community, and general non-profit organizational structure and accountability.

By January 2013, a statewide network gathering will be conducted and awards and recognition of statewide leadership made. Local or county affiliates will be supported to hold events to recognize local volunteers, partnerships and leadership. KHIB will report on these activities.

On-going: Technology and equipment will be monitored and upgraded as needed; the statewide computer and communications system will be expanded to include some of the teleconferencing linkage and social media utilization.

The Statewide Litter Hotline will be monitored and processes will be modified/improved as need indicates.

The educational curriculum will be available to schools throughout Hawaii. KHIB will recognize individual classes for outstanding projects or participation through the process of recognition outlined in the educational packet.

KHIB will continue to assist and support affiliates in recruiting and training volunteers of all ages from the private and public sector, and support a Statewide Advisor Committee as re-constituted. KHIB will report activities of affiliates to fulfill the KAB annual calendar of projects as well as supplemental community events.

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

As part of the KAB certification, affiliates must submit annual reports and statistical data to the state leaders and the national organization. Affiliates must also include a study or annual comparison of litter on a year-to-year basis (litter Index). A statistical tracking is completed into a cost benefit analysis at the end of each project in order to develop a cost benefit ratio at the end of each year. For over 12 years, statistics show that for every government dollar contributed an annual average of \$11.00 of service was provided to the community. In 2007 all of the certified affiliates in Hawaii were recognized at the annual Keep America Beautiful Conference with the President's Circle Award for excellence in reporting and meeting the requirements of good standing.

In 2009, with the addition of three local affiliates, each affiliate was recognized and is in good standing. In 2010, KHIB (the state leader affiliate) was awarded a bronze medal for achievement and three affiliates were awarded the President's Circle recognition.

KHIB undergoes an independent audit performed annually by an outside accounting firm. Approved internal accounting procedures are in place to perform project tracking and fund reporting. We have made great strides to comply with Sarbanes Oxley and other requirements for non-profits, as it relates to our smaller affiliates.

KHIB will continue to operate as the fiscal agent for several programs: including local affiliates until they are able to achieve capacity to become independent.

KHIB will also continue as the umbrella agent for other affiliates pursuing their 501(c) (3) status and certification through Keep America Beautiful.

KHIB is in compliance with county, state and federal reporting requirements and laws recognizing non-profits. Reports and audits are reviewed by contracting agencies, foundations, and the Board of Directors. Affiliates are assisted in building their capacity to maintain compliance with new regulations and requirements.

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.
 - a. *Statistics from Statewide Hotline regarding reporting of problems, requests, and illegal dumping.*
 - b. *Local affiliates summary reporting: statewide count of cleanup events, count of volunteer hours, quantity of litter collected, and cost- benefit analysis.*
 - c. *Count of the number of potential KAB Affiliates prepared for certification.*
 - d. *Count of training events.*
 - e. *Volunteer recruitment statistics.*

III. Financial

Budget

1. The applicant shall submit a budget utilizing the enclosed budget forms 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 2012-2013.

Quarter 1	Quarter 2	Quarter 3	Quarter 4	Total Grant
\$65,080	\$35,040	\$35,040	\$40,040	\$175,200

3. The applicant shall provide a listing of all other sources of funding that they are trying to obtain for fiscal year 2012-2013.

Keep America Beautiful
Target City Grants
Cigarette Litter Prevention
America Recycles Day
Private Foundations
Hawaii Community Foundation
Hawaii Tourism Authority

4. The applicant shall provide a listing of all state and federal tax credits that have been granted within the prior three years. Additionally, the applicant shall provide a listing of all state and federal tax credits they have applied for or anticipate applying for pertaining to any capital project, if applicable.

None.

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.

Jan Dapitan served as the Executive Director of Community Work Day Program from 1983 to 2008. She has served as Hawaii State Leader for the local affiliates of Keep America Beautiful, Inc. since 1998. Dapitan is the retired Director of the County of Maui's Department of Parks and Recreation; she holds a Master's Degree from the University of Hawaii at Manoa. She helped foster the initial concept of Community Work Day Program as a strong working partner with county and state governments and sustaining the linkage

with Keep America Beautiful, Inc. She maintained her dedication and commitment, volunteering her time to direct the volunteer program. Through her efforts, Community Work Day Program received significant state, county, foundation and corporate recognition. Recent contracts include a \$250,000.00 grant from the EPA towards the cleanup and restoration of Old Maui High School at Hamakuapoko. In 2007, the county of Maui awarded over \$300,000.00 through various grants in support of volunteer coordinated cleanups yielding over 200,000 pounds annually. An abandoned appliance program picked up nearly 200 illegally dumped appliances each month.

Rhiannon Chandler, Executive Director of Maui's Community Work Day Program, a local affiliate in the KAB organization continues many of the programs established under Dapitan's leadership. This full service program has strong support from the County of Maui, and includes the islands of Molokai and Lanai as potential KAB affiliates in the Maui Nui organization.

Mark Suiso is the Coordinator of Nani O'Waianae, Oahu's leeward coast affiliate. He has led the organization for many years, promoting a clean environment and healthy communities. Now volunteer coordination has incorporated Waianae's considerable homeless population, gaining successful participation from this often overlooked demographic of Hawaii's population.

Keep Honolulu Beautiful is led by Chris Woolaway a longtime advocate for our ocean surroundings. Partnerships and her leadership as the statewide coordinator of "Get the Drift and Bag It" Marine debris are removed from all islands, including the northwest Hawaiian Islands.

On the island of Hawaii, Paul Buklarewicz and Starsha Young have taken the rein from Mabel DeSilva who has retired. For over fifteen years Mabel had worked extensively with veterans and seniors to organize environmental cleanups across the very large island of Hawaii. Starsha and Paul have continued the efforts on Hawaii Island and were recognized in the 2010 with the KAB President's Award.

Keep Kauai Beautiful the KAB affiliate on Kauai has been led by longtime volunteer Eddie Sarita. Keep Kauai Beautiful is building a stronger local affiliate through community outreach with the assistance of committee members Beth Tokioka and Keith Suga. Keep Kauai Beautiful has begun post-certification activity to expand the affiliates impact.

Keep Kalaupapa Settlement Beautiful is a newly certified affiliate in good Standing and is led by Arthur Ainoa, the Recycling administrator. Keep Kalaupapa Settlement Beautiful is the first KAB affiliate in a National Park.

Kahoolawe works under the State's administrative jurisdiction and Cheryl King is the coordinator for Keep Kahoolawe Beautiful.

Funding for affiliate leaders and support personnel come from a variety of sources. These sources include foundation grants, fundraising activities, county grants, private donations and KAB grants. KHIB and its affiliates statewide have active Boards of Director's or Program Committees. Each organization has numerous collaborative relationships with other non-profit agencies, business, and community volunteers who participate in projects statewide. Board Members come from diverse backgrounds and assist to ensure all segments of the community are represented. Each Board has participated in capacity building opportunities made possible through the previous grant-in-aid and are eager to continue to raise their organizations to higher levels under the direction of KHIB.

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.

KHIB operates out of the Old Maui High School building #4 at Hamakuapoko, Maui, is supported via community service and interested volunteers coordinated by KHIB. A major initiative of KHIB is the Patsy Takemoto Mink Center for Environmental Education to be established through collaborative partnerships. Worksites are available for additional staffing and expansion. The building meets ADA requirements with regard to ramping access. Other affiliates are housed in either donated space, rentals, or other government provided facilities. Matson and Self Storage Corp. provide space for storage on Oahu, Maui and Hawaii.

V. Personnel: Project Organization and Staffing

A. Proposed Staffing, Staff Qualifications, Supervision and Training

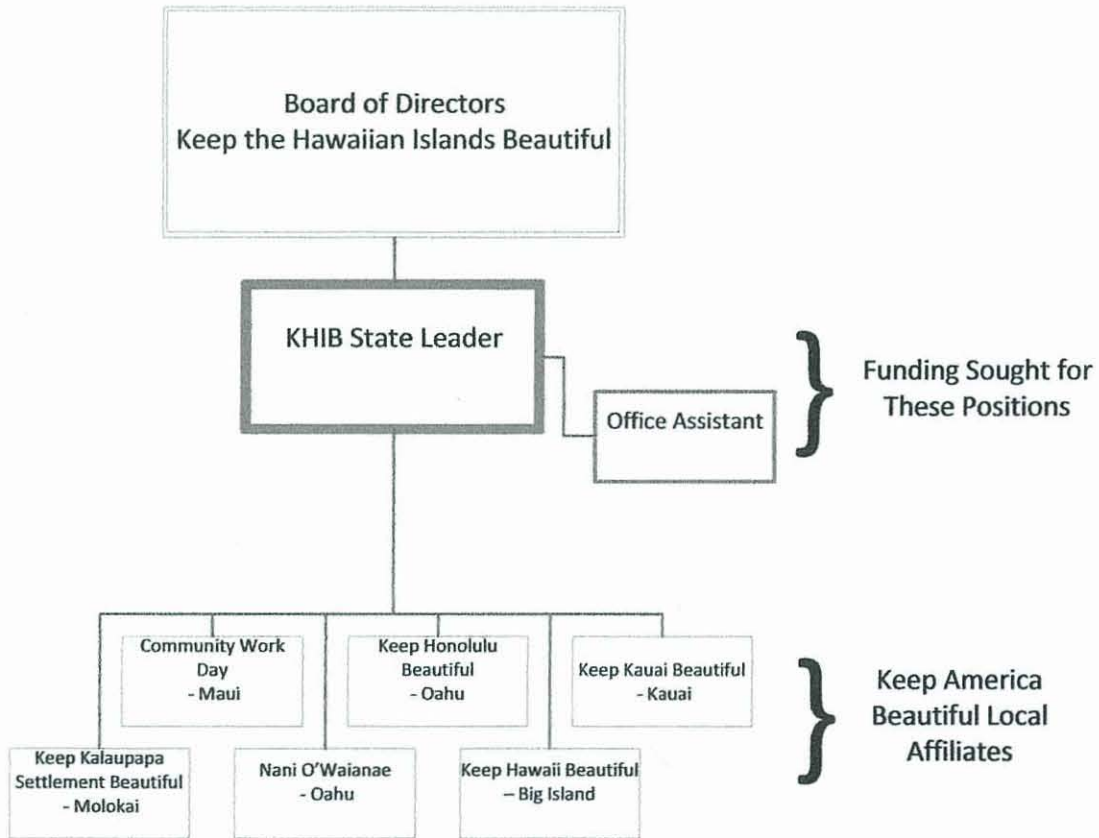
The applicant shall describe the proposed staffing pattern and proposed service capacity appropriate for the viability of the request. The applicant shall provide the qualifications and experience of personnel for the request and shall describe its ability to supervise, train and provide administrative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

Oversight of this grant would come from State Leader and Board of Directors of KHIB. One full-time staff person with experience in secretarial and office management would be requested to support the coordination of materials and implementation of statewide program supported by this grant. Support staff will also be needed to augment the affiliates and build their administrative strength and capacity as individual organizations to maximize their volunteer coordination. Each organization has sought candidates who have appropriate skills and experience as dictated by the duties of their positions as well as familiarity with environmental issues.

Contractual staff will be required to maximize the potential of each affiliate within the grant year. A professional grant writer would be contracted to seek out and apply for appropriate grants that would increase the financial capacity of the organization while reducing the organizations direct dependence of government subsidy. Through obtaining greater support, affiliates would be better able to obtain and retain staff, as well as maximizing their organizations reach into the community. When a more established presence is achieved, fundraising will become the primary source of funds for self-sufficiency.

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.



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.

KHIB is not party to any outstanding litigation or legal action.

B. Licensure or Accreditation

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

Keep America Beautiful affiliates Community Work Day Program, Keep Hawaii Beautiful, Nani O'Waianae have been continuously certified by KAB since March of 1993. Ho'olokahi, the forerunner of Keep Kauai Beautiful was pre-certified prior to Hurricane Iniki and has since gained certification along with Keep Honolulu Beautiful and Keep Kalaupapa Settlement Beautiful. In keeping with the goal of the grant for development of the network, Molokai and Lanai will be establishing leadership communities.

BUDGET REQUEST BY SOURCE OF FUNDS

(Period: July 1, 2012 to June 30, 2013)

Applicant: Keep the Hawaiian Islands Beautiful

BUDGET CATEGORIES	Total State Funds Requested (a)	(b)	(c)	(d)
A. PERSONNEL COST				
1. Salaries	67,500			
2. Payroll Taxes & Assessments	20,200			
3. Fringe Benefits				
TOTAL PERSONNEL COST	87,700			
B. OTHER CURRENT EXPENSES				
1. Airfare, Inter-Island	3,000			
2. Insurance	2,500			
3. Lease/Rental of Equipment	1,500			
4. Lease/Rental of Space	0			
5. Staff Training	6,000			
6. Supplies	15,000			
7. Telecommunication	4,000			
8. Utilities	3,500			
9. Airfare, Mainland	5,500			
10. Volunteer Recognition	10,000			
11. Educational Materials & Fees	1,500			
12. Professional Services / Contract	25,000			
13				
14				
15				
16				
17				
18				
19				
20				
TOTAL OTHER CURRENT EXPENSES	77,500			
C. EQUIPMENT PURCHASES	10,000			
D. MOTOR VEHICLE PURCHASES				
E. CAPITAL				
TOTAL (A+B+C+D+E)	175,200			
SOURCES OF FUNDING		Budget Prepared By:		
(a) Total State Funds Requested	175,200	Jan Dapitan	(808) 579-9308	
(b) Private Foundations	12,000	Name (Please type or print)	Phone	
(c) Fund Raising	10,000			
(d) KAB Grants	3,000			1-20-12
				Date
TOTAL BUDGET	200,200	Jan Dapitan, State Leader		
		Name and Title (Please type or print)		

BUDGET JUSTIFICATION PERSONNEL - SALARIES AND WAGES

Applicant: Keep the Hawaiian Islands Beautiful

Period: July 1, 2012 to June 30, 2013

POSITION TITLE	FULL TIME EQUIVALENT	ANNUAL SALARY A	% OF TIME ALLOCATED TO GRANT REQUEST B	TOTAL STATE FUNDS REQUESTED (A x B)
State Leader / Director		\$39,000.00	100.00%	\$ 39,000.00
Full Time Office Assistant	40 Hours /Week	\$28,500.00	100.00%	\$ 28,500.00
Taxes/Benefits		\$20,200.00	100.00%	\$ 20,200.00
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
TOTAL:				87,700.00
JUSTIFICATION/COMMENTS:				
Establish sustained leadership for the Keep America Beautiful affiliates in Hawaii				

**DECLARATION STATEMENT
APPLICANTS FOR GRANTS AND SUBSIDIES
CHAPTER 42F, HAWAII REVISIED 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, Hawai'i 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:

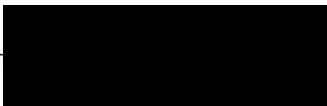
- (1) Has been determined and designated to be a non-profit organization by the Internal Revenue Service; and
- (2) Has a governing board whose members have no material conflict of interest and serve without compensation.

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.

Keep the Hawaiian Islands Beautiful

(Typed Name of Individual or Organization)



1-20-12
(Date)

Jan Dapitan

(Typed Name)

State Leader

(Title)