

House District \_\_\_\_\_

Senate District \_\_\_\_\_

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

Log No:

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):

DEPARTMENT OF EDUCATION

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

1. APPLICANT INFORMATION:

Legal Name of Requesting Organization or Individual: Best Buddies Hawaii, LLC

Db/a:

Street Address: 95 Mahalani St. #9  
Wailuku, HI 96793

Mailing Address:

2. CONTACT PERSON FOR MATTERS INVOLVING THIS APPLICATION:

Name MICHAEL MCCORMICK

Title State Director

Phone # (808) 242-6962 \_\_\_\_\_

Fax # (808) 875-1638 \_\_\_\_\_

e-mail MichaelMcCormick@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 Intermediate and High School Project will allow Best Buddies to open a field office on Oahu and to continue to provide valuable support to youth with IDD by matching students with IDD in one-to-one friendships with their typical peers. This project will also enable Best Buddies to add additional school chapters on Maui. 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:

FISCAL YEAR 2014: \$125,000

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 \$ \_\_\_\_\_



*Michael McCormick, State Director*  
NAME & TITLE

*1-24-2013*  
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 Hawaii, LLC, (BBHI) creates opportunities for one-to-one friendships, integrated employment, and leadership development for people with intellectual and developmental disabilities (IDD). BBHI is a state affiliate of Best Buddies International (BBI), a 501(c)(3) non-profit organization that was founded by Anthony K. Shriver in 1989. Best Buddies programs have been operating in Hawaii since 2008.

2. The goals and objectives related to the request;

The Best Buddies Hawaii Intermediate and High School Project will allow Best Buddies to open a field office on Oahu and to continue to provide valuable support to youth with IDD by matching students with IDD in one-to-one friendships with their typical peers. This project will also enable Best Buddies to add two additional school chapters on Maui. These friendships combat isolation and provide opportunities for leadership and social skills development.

3. 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 the 2010-2011 school year, 56% of students enrolled in Hawaii public schools had special needs. Among those, 4% were enrolled in special education, 14% had multiple disabilities, and 35% 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 22<sup>nd</sup> Annual Report, published December 2012.*)

In the United States, roughly 61% of children with disabilities ages 6-21 spend more than 80% of each school day integrated with their typical peers. In Hawaii, only 31% of students with disabilities spend more than 80% of their time in school integrated with their non-disabled peers ([www.ideadata.org](http://www.ideadata.org)). Hawaii's

students with disabilities are separated from their non-disabled peers more than any of the other 50 states and territories.

Lack of social skills will affect these students as they enter adulthood; researchers have found that social skills are essential for holding a job. (Holmes, J., Small Talk at Work: Potential problems for workers with an intellectual disability; *Research on Language and Social Interaction*, 36(1), 65-84., 2003) Because they lack opportunities to learn about appropriate social interaction, it is often difficult for adults with IDD to mingle and network with their colleagues without IDD. This makes holding a job especially challenging for this population. “While these workers are generally able to handle well the tasks required of them at work, the social interaction which others manage with ease often presents unexpected hurdles.” (Holmes, J. & Fillar, R., Handling small talk at work: challenges for workers with IDD; *International Journal of Disability, Development and Education*, 47(3), 273-291., 2000) Best Buddies provides socialization opportunities so that Hawaiian youth with IDD can become more employable, more independent, and more included in their communities.

BBHI seeks \$125,000 in funding. Thanks to \$25,000 in funding from the City of Honolulu and \$25,000 from the James & Abigail family Foundation, we currently have seven chapters on Oahu that are managed from our Maui office. Funding from the State of Hawaii would enable us to open an office on Oahu and serve more students who are in need of our services.

This project will match students with IDD in one-to-one friendships with their typical peers by establishing five new middle or high school chapters on Oahu. In addition, we will be able to add two new middle school chapters on Maui, bringing our total number of chapters on the islands to 23.

4. Describe the target population to be served; and

The target population for this project is 12 Best Buddies chapters in Honolulu serving 400 youth with and without IDD ages 13-21 and 8 Best Buddies chapters on Maui serving 300 youth ages 13-21.

5. Describe the geographic coverage.  
On Oahu, this project will support 12 Best Buddies chapters serving the communities of Aiea, Ewa Beach, Honolulu, Kaimuki, Kapolei, Makakilo, Mililani, Kalaeloa, Ko Olina, Hale/Nanakai Gardens, Nanakuli, Pearl City, Maili, Waianae, Waipahu, Makaha and Keeau. On Maui, we will serve the communities of Haiku, Kahului, Kihei, Kula, Lahaina, Makawao, Makena, Olinda, Paia, Pukalani, and Wailuku.

## 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. The applicant shall:

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

This funding, if awarded, would help fund Best Buddies chapters at 20 intermediate schools and high schools throughout Oahu and Maui. Principals, teachers, and students are eager for the programs to start at their respective schools on Oahu and Maui. This project would enable Best Buddies to serve 400 youth ages 13-21 on Oahu and an additional 300 youth ages 13-21 on Maui.

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 funding of this grant, State Director Mike McCormick will hire an Oahu-based area director and additional program staff who will be responsible for oversight of the chapters. The area director will oversee office operations and manage the program manager (PM). The PM will work with student leaders and faculty advisors and administrators at the 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 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. Provide a projected annual timeline for accomplishing the results or outcomes of the service;

The Best Buddies Intermediate and High School Project will begin on July 1, 2013 and will be completed on June 30, 2014 according to the following timeline:

**July –August** Student leaders and faculty advisors attend the 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.

**September - October** 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.

**November - December** 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.

**January - February** Students set a calendar for the spring semester including all meetings and activities. Chapters 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.

**April - 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. 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 a week and to participate in a one-to-one activity together twice a 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.

BBI evaluates chapters and one-to-one matches on the commitment shown by participants, the quality of the friendships, and the success of activities and outreach efforts. We evaluate ourselves on the quality and quantity of training

provided based on feedback from volunteers and observations we make during monthly visits to chapter activities or meetings. We evaluate staff based on success in supporting high-quality chapters and in working to improve program delivery where needed. Interim and annual personnel evaluations augment quarterly goal tracking, and weekly program update meetings ensure program quality and encourage individual staff development.

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 entered into the Best Buddies Online chapter management portal by the 15<sup>th</sup> 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. These reports are used to monitor progress and to highlight areas that need improvement. They are completed at the end of each semester.

Since 1994, our fourth tool used for evidenced-based evaluation of program performance is our Annual Survey, 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. 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 \$125,000 in funding for this project. This project will match students with IDD in one-to-one friendships with their typical peers by establishing/supporting 20 intermediate or high school chapters on Oahu and Maui.

Goals for the project include:

- *Friendship*: Promote leisure networking opportunities between students with and without IDD through one-to-one friendships;
- *Leadership*: Transform attitudes regarding the needs and abilities of people with IDD
- *Social Skills*: Enable students with IDD to develop social skills; and
- *Activities*: Provide recreational experiences that aid in community integration for people with IDD.

Through Best Buddies friendships, youth with IDD learn valuable social skills that give them confidence. Well-developed social skills can help youth with disabilities develop positive peer and familial relationships, succeed in school, and begin to successfully explore adult roles such as employee, co-worker, and community member. Studies have found that “adolescents who have strong social skills . . . are more likely to be accepted by peers, develop friendships, maintain stronger relationships with parents and peers, be viewed as effective problem solvers, cultivate greater interest in school, and perform better academically” (Hair, E.C., Jager, J., & Garrett, S.B. July 2002). Our participants are also teaching their peers about what it means to be different at a time when conformity seems of paramount importance.

In working toward project goals, the Best Buddies Hawaii Intermediate and High School Project will reach the following objectives during the grant period:

- a. *Friendship*: Recruit and match 700 students with and without IDD in 250 one-to-one friendships;
- b. *Leadership*: Recruit and train 100 student leaders who are dedicated to helping those with IDD throughout their lives, including 20 students who have IDD;
- c. *Social Skills*: Provide opportunities for the development of critical social skills in at least 200 students with IDD, through frequent contact with non-disabled peers; and
- d. *Activities*: Execute 75 group activities that will engage students in recreation, sports, community service, etc. (based on two to three activities per chapter). These activities will demonstrate successful inclusion to community members.

When Best Buddies participants spend time on their campuses doing what friends do—talking in the hallways, eating lunch together, attending school events—they send a powerful message to the student body that people with IDD can sustain relationships, build independence, and enrich other people’s lives. These friendships can change the lives of all individuals involved and revolutionize the way society views people with IDD.

### 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 2014.

Quarter 1	Quarter 2	Quarter 3	Quarter 4	Total Grant
\$31,250.	\$31,250.	\$31,250.	\$31,250.	\$125,000.

3. The applicant shall provide a listing of all other sources of funding that they are seeking for fiscal year 2014. Maui County \$65,000, City and County of Honolulu \$25,000, Friends of Hawaii Charities \$10,000, NFL Charities Pro Bowl \$8,000, Friendship Jam Fundraiser \$15,000, Life Is Sweet Fundraiser \$20,000.
  
4. The applicant shall provide a listing of all state and federal tax credits it has 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.

N/A

**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 International, Inc., is a nonprofit 501(c)(3) organization dedicated to establishing a global volunteer movement that creates opportunities for one-to-one friendships, integrated employment and leadership development for people with IDD.

Founded by Anthony K. Shriver, Best Buddies is a vibrant, international organization that has grown from one original chapter to more than 1,700 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 eight formal programs - Best Buddies Middle Schools, High Schools, College, Citizens, Jobs, e-Buddies, Ambassadors, and Promoters - 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 program protocols that are strictly enforced and supported by Best Buddies staff.

Since 2008, BBHI has operated successful programs in Maui at six schools involving over 300 participants annually. We have successfully partnered with Maui County and Honolulu County to serve students with IDD in need of our inclusion services.

## **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. The applicant shall also describe how the facilities meet ADA requirements, as applicable.

BBHI currently has an office on Maui located at the J.W. Cameron Center in Wailuku. Upon approval of this grant, this office will be expanded to accommodate the extra space needed for our middle and high school programs on Maui. The Cameron Center provides three conference rooms and an auditorium to all tenants and is 100% ADA compliant.

On Oahu, the Filipino Community Center in Waipahu has approved Best Buddies as a potential tenant for office space. We are in the process of securing additional funding allowing us to rent this available space. This center is also ADA compliant and has a board room and auditorium as part of its facilities. Upon approval of this grant, this office space will be leased providing the necessary space to Best Buddies staff.

## **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 directly to BBI's Senior Director, State Operations, Stephanie Moore. Stephanie has been with Best Buddies since 2006, starting as the Best Buddies Florida State Director before moving into her current position. She holds a B.A. from the University of North Florida.

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.

There are currently two full-time staff members working on Maui programs: Area Director Linda Hilburn and Program Manager Elizabeth Torres.

In addition, BBHI also has advisory boards on Maui and Oahu 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.

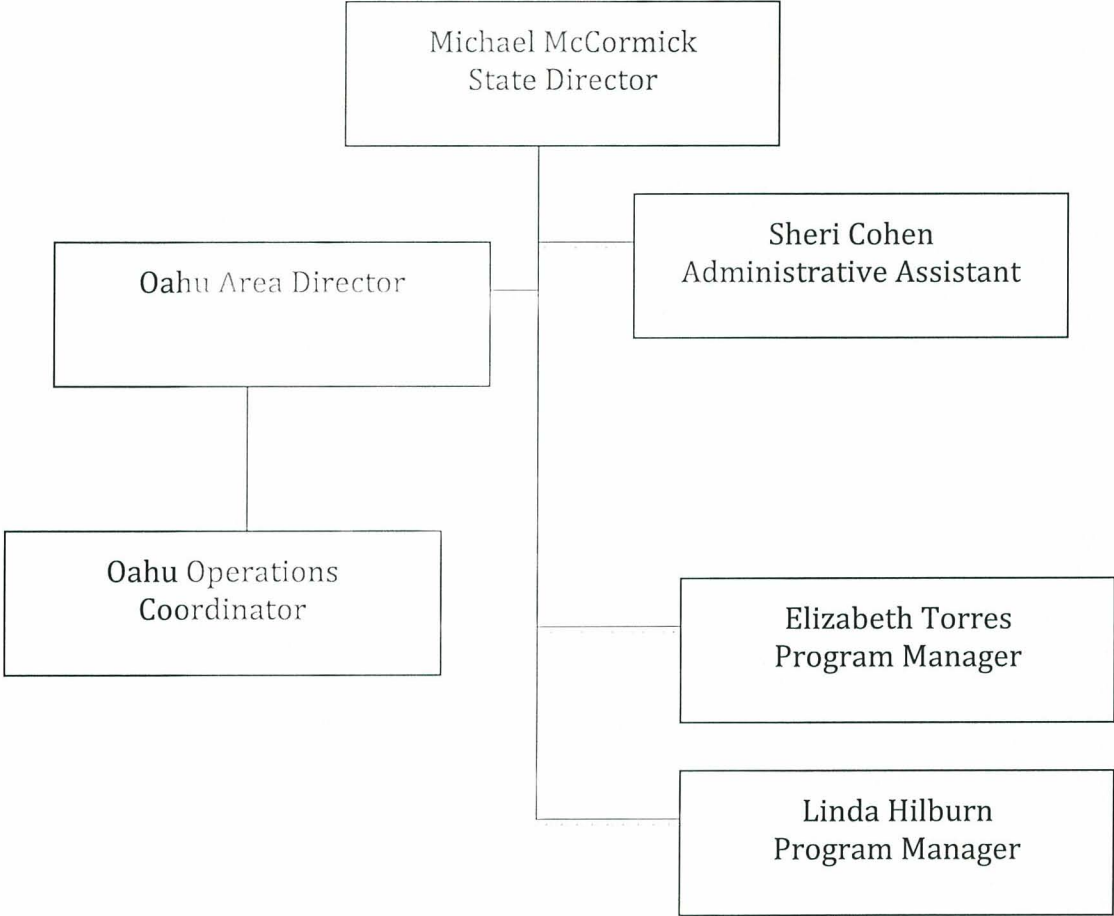
N/A

**B. Licensure or Accreditation**

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


N/A

Best Buddies Hawaii  
Organizational Chart – School programs



**BUDGET REQUEST BY SOURCE OF FUNDS**  
(Period: July 1, 2013 to June 30, 2014)

Applicant: Best Buddies Hawaii

<b>BUDGET CATEGORIES</b>	<b>Total State Funds Requested (a)</b>	<b>Matching funds (b)</b>	<b>Matching funds (c)</b>	<b>Matching funds (d)</b>
<b>A. PERSONNEL COST</b>				
1. Salaries	80,000	11,250	36,000	46,750
2. Payroll Taxes & Assessments	8,800	1,238	3,960	5,143
3. Fringe Benefits	8,800	1,238	3,960	5,143
<b>TOTAL PERSONNEL COST</b>	<b>97,600</b>	<b>13,726</b>	<b>43,920</b>	<b>57,036</b>
<b>B. OTHER CURRENT EXPENSES</b>				
1. Airfare, Inter-Island, travel/mileage	500	2,500		4,500
2. Insurance	0	0		
3. Lease/Rental of Equipment	0	180		3,300
4. Lease/Rental of Space	3,000	500		16,700
5. Staff Training	0	450		6,890
6. Supplies	300	150	675	1,250
7. Telecommunication	200	250		2,860
8. Utilities	150	200		1,450
9. Postage	0	144		1,170
10. Public Awareness/Marketing	1,000	500		500
11. Volunteer recruitment/training	3,500	2,650	4,773	9,077
12. Agency support and training	18,750	3,750	8,712	18,570
13. Evaluation				500
14.				
15.				
16.				
17.				
18.				
19.				
20.				
<b>TOTAL OTHER CURRENT EXPENSES</b>	<b>27,400</b>	<b>11,274</b>	<b>14,160</b>	<b>66,767</b>
<b>C. EQUIPMENT PURCHASES</b>				
<b>D. MOTOR VEHICLE PURCHASES</b>				
<b>E. CAPITAL</b>				
<b>TOTAL (A+B+C+D+E)</b>	<b>125,000</b>	<b>25,000</b>	<b>58,080</b>	<b>123,803</b>
<b>SOURCES OF FUNDING</b>		Budget Prepared By:		
(a) Total State Funds Requested	125,000	Best Buddies Hawaii (808) 242-6962		
(b) City of Honolulu	25,000	Name (Please type or print) _____ Phone _____		
(c) Maui County	58,080			
(d) Private Funding	123,803			
<b>TOTAL BUDGET</b>	<b>331,883</b>	Michael McCormick, State Director Best Buddies Hawaii Name and Title (Please type or print)		

## BUDGET JUSTIFICATION PERSONNEL - SALARIES AND WAGES

Applicant: Best Buddies Hawaii

Period: July 1, 2013 to June 30, 2014

POSITION TITLE	FULL TIME EQUIVALENT	ANNUAL SALARY A	% OF TIME ALLOCATED TO GRANT REQUEST B	TOTAL STATE FUNDS REQUESTED (A x B)
State Director	1	\$35,000.00	30%	\$ 10,500.00
Area Director	1	\$45,000.00	50%	\$ 22,500.00
Operations Coordinator	1	\$30,000.00	50%	\$ 15,000.00
Program Manager- Oahu	1	\$32,000.00	75%	\$ 24,000.00
Program Manager- Maui	1	\$32,000.00	25%	\$ 8,000.00
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
<b>TOTAL:</b>				<b>80,000.00</b>

**JUSTIFICATION/COMMENTS:**

**DECLARATION STATEMENT OF  
APPLICANTS FOR GRANTS AND SUBSIDIES PURSUANT TO  
CHAPTER 42F, HAWAII REVISIED STATUTES**

The undersigned authorized representative of the applicant certifies the following:

- 1) The 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:
  - a) 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;
  - b) Complies 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;
  - c) Agrees not to use state funds for entertainment or lobbying activities; and
  - d) Allows 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.
- 2) The applicant meets the following requirements pursuant to Section 42F-103, Hawaii Revised Statutes:
  - a) Is incorporated under the laws of the State; and
  - b) 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.
- 3) If the applicant is a non-profit organization, it meets the following requirements pursuant to Section 42F-103, Hawaii Revised Statutes:
  - a) Is determined and designated to be a non-profit organization by the Internal Revenue Service; and
  - b) Has a governing board whose members have no material conflict of interest and serve without compensation.

Pursuant to Section 42F-103, Hawaii Revised Statutes, for grants or subsidies 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 Hawaii



1-24-2013  
(Date)

Michael McCormick  
(Typed Name)

State Director  
(Title)