

Request for Proposal

Boys & Girls Club of Hawaii

Request for Proposal

Fiscal Year 2016

GIA

Senate Committee on Ways & Means
State Capitol, Room 207

GREAT FUTURES START [HERE.](#)



**BOYS & GIRLS CLUB
OF HAWAII**

345 Queen Street, Ste. 900
Honolulu, HI 96813
808.949.4203

House District 26, 40, 43, 44

Senate District 11, 19, 21

**THE TWENTY-SEVENTH LEGISLATURE
APPLICATION FOR GRANTS AND 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): _____

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

1. APPLICANT INFORMATION:

Legal Name of Requesting Organization: **Boys & Girls Club of Hawaii**

Dbas: **N/A**

Street Address: **345 Queen Street, Suite 900
Honolulu, HI 96813**

Mailing Address: **Same as Above**

2. CONTACT PERSON FOR MATTERS INVOLVING THIS APPLICATION:

Name MR. TIM MOTTS

Title President & CEO

Phone # 808.949.4203

Fax # 808.955.4496

e-mail tmotts@bgch.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:

THE BOYS & GIRLS CLUB OF HAWAII REPAIRS ON CLUBHOUSES IN WAIANAE, NANAKULI, EWA BEACH AND McCULLY.

4. FEDERAL TAX ID: _____

5. STATE TAX ID #: _____

7. AMOUNT OF STATE FUNDS REQUESTED:

FISCAL YEAR 2015: \$ 500,000.00

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 \$ 0

FEDERAL \$ 0

COUNTY \$ 0

PRIVATE/OTHER \$ 0

TYPE NAME & TITLE OF AUTHORIZED REPRESENTATIVE:

AUTHORIZED SIGNATURE

MR. TIM MOTTS, PRESIDENT & CEO

NAME & TITLE

1.22.15

DATE SIGNED



RECEIVED

1/28/2015

D. Johnson

GREAT FUTURES START HERE.



Table of Contents

- I. Background and Summary1
- II. Service Summary and Outcomes3
- III. Financial.....5
- IV. Experience and Capability6
- V. Personnel: Project Organization and Staffing.....7
- VI. Other8
- VII. Attachments:.....9



Application for Grants and Subsidies

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

I. Background and Summary

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

The Boys & Girls Club of Hawaii (BGCH), a non-profit youth guidance organization, opened its doors in 1976 and has evolved from a single room, after school sports and recreational program to an inter-disciplinary community-based organization located on or near Title I schools on Oahu and Kauai. Over the years, BGCH has increased its capacity to serve in excess of 12,000 youth between the ages of 7-17 years old, while keeping annual fees low and affordable.

The mission of BGCH is to inspire young people to become responsible citizens. To accomplish this, priority outcomes focus on Academic Success, Good Character and Citizenship and Healthy Lifestyles. BGCH creates a physically, emotionally, and intellectually safe place for youth to grow, provides mentoring by supportive staff and caring volunteers that nurtures character development and life-enhancing skills, and provides hope and opportunity for all youth.

2. The goals and objectives related to the request;

The goal of this proposal would be to repair leaking roofs and damaged ceiling tiles at the Waianae, Nanakuli Teen Center, Hale Pono (Ewa Beach) and Spalding (McCully) Clubhouses that will present safety issues during after school programming.

At the Boys & Girls Club, child safety is a top priority. In today's world, young people are faced with enormous challenges – from poverty to the high school drop out crisis to an obesity epidemic that threaten their chance to have great futures. Local Headlines remind us daily that we live in a dangerous world that puts too many young people – Hawaii's most precious resource - at serious risk. Given these realities, we must be ever-vigilant in ensuring that our Clubs are safe haven's for Hawaii's youth, staffed by caring mentors, and a place where Parent's can trust that their children are in a safe place to develop and to grow.

Our current safety practices include conducting criminal background and ongoing safety training with staff and volunteers. Safety policies and procedures are in place for the Club to staff to report any suspected child abuse to local authorities. These are just some of the steps we take to ensure the safety of our youth. Another way in which we can ensure the safety of our young people is by assessing our facility and making improvements.

The salt air and recent heavy rains caused leaks and the rain water soaked ceiling tiles causing damage at the Clubhouses. Reroofing and replacing of the ceiling tile are much needed for maintaining a safe environment for our members and ensure that the water damage does not cause mold issues or damage the wiring that provides electricity to the security cameras and lighting in the entire Clubhouse.

3. The public purpose and need to be served;

Research states that youth carry themselves with more poise and confidence; and are involved in less risky behaviors during the after school hours when they feel that they belong to something worthwhile. The Clubhouse facilities provides youth with positive alternatives through BGCH programs during the critical after school hours. At BGCH youth learn to get along with a diverse group and are prepared to enter the world as adults that are able to demonstrate compassion, inclusion, open-mindedness and kindness to others. BGCH provides a place where youth feel important and a sense of belonging. Through the Club they have an opportunity to become change-makers and leaders within their community by participating in leadership programs from a young age. The Boys & Girls Club of Hawaii provides regular opportunities for youth to become engaged, responsible citizens.

The Boy & Girls Club of America's Formula for Impact strategy guides BGCH Clubhouses implementation of day-to-day activities. The Formula for Impact is a research-based theory of change that begins with the young people in Clubs – especially those who need us most. It calls for BGCH to consistently provide the most powerful Club Experience possible – by implementing the Key Elements for Positive Youth Development, offering high-yield activities and providing targeted programs. Then, as youth attend more frequently and over a greater length, the Clubs pursue strategies to increase attendance, program participation, and member retention.

The Formula for Impact is...Kids who need us most + Outcome Driven Clubhouse Experience = Academic Success, Healthy Lifestyles, Good Character and Citizenship.

Outcome Driven Clubhouse Experience provides a safe, positive environment where young people can have fun and develop positive relationships with adults and other kids. Youth are provided with a variety of opportunities to get involved in and when they accomplish something great, their achievements are recognized at the Clubs and at Ohana Nights. This helps them to keep coming back day after day, year after year. In the end, the kids are doing better in school, getting active, and making healthier choices.

4. Describe the target population to be served; and

The Boys & Girls Club of Hawaii target population is youth 7-17 year olds participating at the Clubhouses in the McCully area, Waianae, Nanakuli, and Ewa Beach.

5. Describe the geographic coverage.

The Boys & Girls Club of Hawaii provides services on Oahu and Kauai. The geographic areas in this proposal includes McCully, Ewa Beach, Nanakuli and Waianae.

II. Service Summary and Outcomes

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

The project will go to bid immediately following the release of funds. The Chief Operating Officer will receive three bids from construction companies to ensure that BGCH utilizes the grant efficiently. One company will be selected by the Board of Directors to renovate the roofs of all four sites. This includes the coordination to remove the photovoltaic panels on the roofs at three of the four sites.

Once the construction company is selected the Clubhouse Directors will work to schedule the renovations at their sites to ensure minimal disruption in services. The Clubhouse Director will in turn, regularly communicate with the Chief Operating Officer regarding the progress and any challenges that need follow up.

2. Provide a projected annual timeline for accomplishing the results or outcomes of the service;

BGCH is prepared to move quickly on this project. Individual quotes have already been collected from possible contractors, to give us a ballpark of funds needed to fix the roofs at the four clubhouses. These bids were for budgeting purposes only as the timing of the bids will have expired. BGCH will approach these companies again if this proposal is accepted and the Board of Directors will decide on one company will be contracted to repair all four sites.

BGCH will begin the contract immediately after the receipt of the Notice to Proceed. The goal is to have all four site repairs completed within six months of the contract.

3. Describe its quality assurance and evaluation plans for the request. Specify how the applicant plans to monitor, evaluate, and improve their results; and The construction company hired will be the General Contractor. They will set the project timeline and communicate with BGCH regularly.

BGCH President & CEO will provides general oversight of project and be the ultimate decision maker regarding construction and changes that will impact the building cost.

BGCH's Chief Financial Officer will serve as fiscal liaison for BGCH to monitor cost and compliance.

As with all BGCH construction, once the project is underway, the Clubhouse Director, General Contractor, Contractors, Chief Operating Officer, Chief Financial Officer, and Clubhouse Director will meet weekly to ensure that communication is open, cost are inline and any challenges or changes are discussed regularly.

4. **List the measure(s) of effectiveness that will be reported to the State agency through which grant funds are appropriated (the expending agency).**

Performance Measures

The Boys & Girls Club of Hawaii proposes to measure the following performance targets as described over the period of the contract:

- The Boys & Girls Club of Hawaii will secure three bids by licensed contractors. The bids would be reviewed by the Board of Directors and a selection will be made within 4 weeks.
- Clubhouses will be repaired one at a time, until all four are completed. Reimbursements will be submitted in increments per Clubhouse. When the Clubhouse hits 25% completion and again at 50%, 75% and 100% completion. Signed punch list will be submitted per Clubhouse to confirm completion of repairs. The General Contractor will submit a bill to BGCH. The Chief Operating Officer will verify the General Contractors percent completion and sign off before submitting to BGCH's Chief Financial Officer who will request State Reimbursement.

Monitors from the expending agency are invited to all, on site construction meeting.



III. Financial

Budget

1. **Detail of cost in the request.**
Please see attachment.

2. **Anticipated quarterly funding requests for the fiscal year 2015.**

Quarter 1	Quarter 2	Quarter 3	Quarter 4	Total Grant
\$250,000	\$250,000	-0-	-0-	\$500,000

3. **Listing of all other sources of funding that they are seeking for fiscal year 2015.**

The Boys & Girls Club has about \$3,000 per year from the Weinberg Teen Center Endowment that can be used at the Spalding, Nanakuli and Hale Pono Ewa Beach Clubhouses. No other funding for the roof repairs in 2015, but will be seeking private funds to complete the interior renovations at the Clubhouses.

4. **Listing of all state and federal tax credits it has been granted within the prior three years.**

Not applicable.

5. **The applicant shall provide the balance of its unrestricted current assets as of December 31, 2013.**

BGCH balance of unrestricted current assets as of December 31, 2013 is \$9,666,289.

IV. Experience and Capability

A. Necessary Skills and Experience

The Boys & Girls Club of Hawaii owns five (5) clubhouses on Oahu. The Charles C. Spalding Clubhouse was the first built and opened in 1976. In 1988, the Waianae Clubhouse was built and the Hale Pono Clubhouse in 2002. In 1998 the first Harry and Jeanette Weinberg Teen Center opened in McCully, followed by Ewa Beach, and then Nanakuli Teen Center in 2008. Soon followed by, the NFL Youth Education Town Hawaii in 2009.

In 2009, BGCH completed construction of the new Gold LEED certified NFL YET – Hawaii facility on DHHL land in Nanankuli, adjacent to the Nanaikapono Elementary School campus. The construction cost came from a GIA/CIP, NFL, C&C community development block grant, HUD-EDI and local and private companies and foundations.

BGCH is currently constructing a new 10,700 square foot clubhouse in Kailua on the campus of Kailua Intermediate School that will be completed in the first quarter of 2015. The construction cost came from a State GIA (closing June 30, 2015), private foundations and individual donors.

B. Facilities

The **Nanakuli Teen Center**, subject to this proposal is a one-story facility that is ADA-compliant with an average total capacity of 140 persons. The Teen Center is located next to the Nanakuli Intermediate and High School and is also near a bus line. It contains a Learning Center, Technology Center, Teen Lounge, and Social/Game Room.

The **Waianae Clubhouse** is situated on the school campus of Waianae Elementary School and is a 10,000 sq ft, single-level multi-room building and is ADA-compliant. There is a Learning Center, Teen Center, Recreation Room, Sound Studio, Music & Sound Recording Studio, Technology Center, Gym, and Career Development Center. The average total capacity of the clubhouse is 550 persons.

The **Hale Pono Clubhouse** in Ewa Beach has expanded from a sports and recreation program operating out of single classroom on the Ilima Intermediate School Campus, to an interdisciplinary youth development program in a two-story, 17,500 square foot multi-purpose, ADA-compliant. Capacity: 339 persons.

The **Charles C. Spalding Clubhouse** is situated on the school campus of Washington Intermediate, in a 15,000 square foot, two story multi-room building. It has a large gymnasium, Lakers Reading Room (library), Teen Center with recording and audio equipment and computer lab, preteen game room, arts and crafts room and dance studio. Capacity: 245 persons.

V. Personnel: Project Organization and Staffing

A. Proposed Staffing, Staff Qualifications, Supervision and Training

The project will hire qualified, licensed contractors to repair the Clubhouses.

Key staff positions and responsibilities for the project are as described:
(Please see staff resumes attached.)

President & CEO: Oversees the overall organization and works closely with the Corporate Board to guide the organization and ensure that the organization is following its mission. Minimum qualifications: Masters in Business and five years of executive management experience. Final decisions on the repairs will be approved by the CEO.

Chief Operating Officer works closely with the CEO, CFO, and Clubhouse Directors to oversee all Clubhouse program and facility operations on Oahu and Kauai. Minimum Qualification BA with two years of experience managing and supervising staff. Substitution: Related work experience at a responsible level may substitute for education on a year for year basis.

Chief Financial Officer: Works closely with the CEO, COO and Clubhouse Directors to oversee all financial functions, ensuring appropriate controls and compliance with Generally Accepted Accounting Procedures. Minimum qualifications: BA n accounting, finance, or business administration with a minimum of 5 years of progressively responsible work experience managing accounting /finance functions in a non-profit agency, or equivalent experience.

Clubhouse Director: Reports to the COO and manages the overall daily operations of the designated Clubhouse with the primary concern for programs, hiring, supervision and training of staff, facilities management, and community relations. Minimum qualifications: BA with two years experience with youth preferred. Substitution: Related work experience may substitute for education on a year for year basis.

Grants Administrator: The Grants Administrator will receive regular updates from the Clubhouse Director to ensure the program is consistent with the quality and priority outcomes of BGCH and submit program reports for this project. Minimum qualification: BA in Education, Social Work of closely related field with three years experience in youth programs with at least one year in a supervisory capacity.

B. Organization Chart

Please see attachment for organizational chart.

C. Compensation

Please see attachment.

VI. Other

A. Litigation

The Boys & Girls Club of Hawaii is not involved in any pending litigation at this time.

B. Licensure or Accreditation

Not applicable.

C. Federal and County Grants

Please see attachment for the Boys & Girls Club of Hawaii's government grant awards since July 1, 2014

D. Private Educational Institutions

The Boys & Girls Club of Hawaii is an equal opportunity employer and Clubhouses are open to all youth 7-17 years of age.

E. Future Sustainability Plan

BGCH is fortunate to have an endowment that covers about \$3,000 in repairs annually for the Spalding, Hale Pono Ewa Beach and Nanakuli, Harry & Jeanette Weinberg Teen Centers. This does not cover the repair and maintenance expenses for the entire Waianae Clubhouse and the portion of the Spalding, Hale Pono Ewa Beach and Nanakuli that serves youth 7-12.

The Boys & Girls Club of Hawaii's fiscal year runs from January – December. To ensure that the renovations are up kept, the BGCH Board of Directors will set \$250,000 budgeted annually for the BGCH organization's Facility Reserve.

E. Certificate of Good Standing

Please see attachment.



VII. Attachments:

GREAT FUTURES START HERE.



BOYS & GIRLS CLUB
OF HAWAII

Attachments

- . Budget
- . Federal & County Grants
- . Compensation
- . Declaration Statements
- . Organizational Chart
- . Staff Resume
- . Certificate of Vendor Compliance
- . Certificate of Good Standing
- . IRS 501c3 Letter

Budget

BUDGET REQUEST BY SOURCE OF FUNDS
(Period: July 1, 2015 to June 30, 2016)

Applicant: Boys & Girls Club of Hawaii

BUDGET CATEGORIES	Total State Funds Requested (a)	(b)	(c)	(d)
A. PERSONNEL COST				
1. Salaries	0			
2. Payroll Taxes & Assessments	0			
3. Fringe Benefits	0			
TOTAL PERSONNEL COST	0			
B. OTHER CURRENT EXPENSES				
1. Airfare, Inter-Island	0			
2. Insurance	0			
3. Lease/Rental of Equipment	0			
4. Lease/Rental of Space	0			
5. Staff Training	0			
6. Supplies	0			
7. Telecommunication	0			
8. Utilities	0			
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				
TOTAL OTHER CURRENT EXPENSES	0			
C. EQUIPMENT PURCHASES				
D. MOTOR VEHICLE PURCHASES				
E. CAPITAL	500,000			
TOTAL (A+B+C+D+E)	500,000			
SOURCES OF FUNDING		Budget Prepared By:		
(a) Total State Funds Requested	500,000	Kathy Nishimoto 808-949-4203		
(b)		Name (Please type or print) Phone		
(c)		[Redacted] 1/28/2015		
(d)		Signature of Authorized Official Date		
TOTAL BUDGET	500,000	Laura Racoma, Chief Financial Officer		
		Name and Title (Please type or print)		

BUDGET JUSTIFICATION PERSONNEL - SALARIES AND WAGES

Applicant: Boys & Girls Club of Hawaii

Period: July 1, 2015 to June 30, 2016

POSITION TITLE	FULL TIME EQUIVALENT	ANNUAL SALARY A	% OF TIME ALLOCATED TO GRANT REQUEST B	TOTAL STATE FUNDS REQUESTED (A x B)
N/A				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
TOTAL:				
JUSTIFICATION/COMMENTS:				

BUDGET JUSTIFICATION - EQUIPMENT AND MOTOR VEHICLES

Applicant: Boys & Girls Club of Hawaii

Period: July 1, 2015 to June 30, 2016

DESCRIPTION EQUIPMENT	NO. OF ITEMS	COST PER ITEM	TOTAL COST	TOTAL BUDGETED
N/A			\$ -	
			\$ -	
			\$ -	
			\$ -	
			\$ -	
TOTAL:			\$ -	
JUSTIFICATION/COMMENTS:				

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

BUDGET JUSTIFICATION - EQUIPMENT AND MOTOR VEHICLES

Period: July 1, 2015 to June 30, 2016

Applicant: Boys & Girls Club of Hawaii

DESCRIPTION EQUIPMENT	NO. OF ITEMS	COST PER ITEM	TOTAL COST	TOTAL BUDGETED
N/A			\$ -	
			\$ -	
			\$ -	
			\$ -	
			\$ -	
TOTAL:				
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

Period: July 1, 2015 to June 30, 2016

Applicant: Boys & Girls Club of Hawaii

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: 2013-2014	FY: 2014-2015	FY:2015-2016	FY:2015-2016	FY:2016-2017	FY:2017-2018
PLANS						
LAND ACQUISITION						
DESIGN						
CONSTRUCTION			500,000	3,000	0	0
EQUIPMENT						
TOTAL:			500,000	3,000	0	0
JUSTIFICATION/COMMENTS:						

Federal and County Grants

GOVERNMENT CONTRACTS AND/OR GRANTS

Applicant: Boys & Girls Club of Hawaii

	CONTRACT DESCRIPTION	EFFECTIVE DATES	AGENCY	GOVERNMENT ENTITY (U.S. / State / Haw / Hon / Kau / Mau)	CONTRACT VALUE
1.	Positive Youth Development and WhyTry program in the Waimea Area	July 1, 2014-June 30, 2015	Office of Youth Services	State	\$40,000
2.	Truancy Program at the Nanakuli Teen Center	July 1, 2014-June 30, 2015	Office of Youth Services	State	\$100,000
3.	After School programs for youth living in low income housing in Lihue	July 1, 2014-June 30, 2015	Community Development Block Grant	Kauai	\$28,272
4.	Waianae, Nanakuli, Spalding, Ewa Beach, Waimea, Lihue and Kapaa to run Positive Action	July 1, 2014-June 30, 2015	Alcohol & Drug Division	State	\$415,000
5.	Waianae, Nanakuli, Spalding, Kailua, Ewa Beach, Waimea, Lihue and Kapaa to run Project Learn and mentoring programs	January 1, 2015-December 31, 2015	Office of Juvenile Justice Prevention	U.S.	\$261,500
6.	Cultural program during the after school hours	July 1, 2014-June 30, 2015	National Oceanic and Atmospheric Administration	U.S.	\$50,000
7.	Teen pregnancy prevention and positive youth development on Kauai	January 1, 2015-December 31, 2015	Temporary Assistance to Needy Families	U.S.	\$300,000
10.					
				TOTAL	\$1,194,772

Compensation



**BOYS & GIRLS CLUB
OF HAWAII**

Compensation

****CONFIDENTIAL****

1. President & CEO \$158,256.17 annually
2. Chief Financial Officer \$83,151.90 annually
3. Director of IT \$82,500 annually

Administrative Office
345 Queen Street
Suite 900
Honolulu HI 96813
Tel 808-949-4203
Fax 808-955-4496
www.bgch.com

Board of Directors

Bruce Nakaoka
 Chairman of the Board

Todd Apo
 Anne Barnes
 Philana Bouvier
 Colton Ching
 Suzy Churchill
 Larry Gilbert
 Walter Guild
 Paul Hallin
 Chip Hammond
 David Hudson
 Michael Jones
 Zona Jones
 Marshall Joy
 John Katahira
 Marie Kumabe
 Ralph Mesick
 Vicki Nakata
 Todd Nohara
 Nancy Pace
 Margaret Pettyjohn
 Steve Rodolfich
 Crystal Rose
 Cindy Sakai
 Dan Schaberg
 Cynthia Schnack Lee
 Marcia Taira
 Michael Town
 Donna Yano
 August Yee

Board of Advisors

Robbie Alm
 H. Mitchell D'Olier
 Cathy George
 Richard Gushman II
 Mary Lou Lewis
 Ron Schmid
 Ronald Ward

Founder

Charles C. Spalding

President & CEO

Tim Motts



Aloha United Way

GREAT FUTURES START HERE.

Declaration Statements

**DECLARATION STATEMENT OF
APPLICANTS FOR GRANTS AND SUBSIDIES PURSUANT TO
CHAPTER 42F, HAWAI'I REVISED 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, Hawai'i 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, Hawai'i 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, Hawai'i 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, Hawai'i 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.

Boys & Girls Club of Hawaii

(Typed Name of Individual or Organization)

(Signature)
Mr. Tim Motts

1.20.2015

(Date)
President & CEO

(Typed Name)

(Title)

**DECLARATION STATEMENT OF
APPLICANTS FOR GRANTS 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 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 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 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.

- 2) If the applicant is an organization, 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 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 used for the acquisition of land, when the organization discontinues the activities or services on the land acquired for which the grant 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 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.

Boys & Girls Club of Hawaii

(Typed Name of Individual or Organization)



(Signature)

1.28.2015

(Date)

Mr. Tim Motts

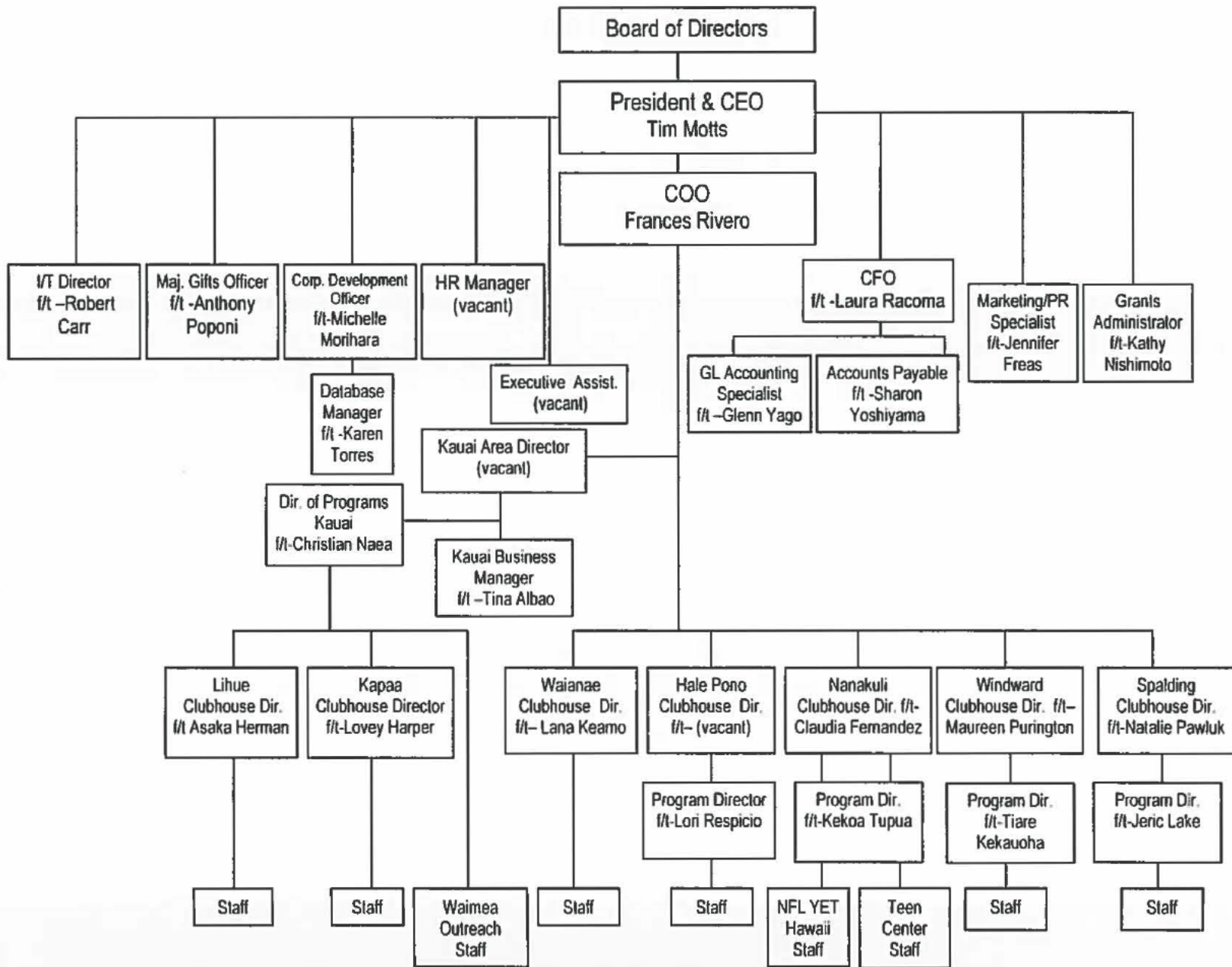
(Typed Name)

President & CEO

(Title)

Organizational Chart

Boys & Girls Club of Hawaii Organizational Chart



**Certificate
of Vendor
Compliance**



STATE OF HAWAII
STATE PROCUREMENT OFFICE

CERTIFICATE OF VENDOR COMPLIANCE

This document presents the compliance status of the vendor identified below on the issue date with respect to certificates required from the Hawaii Department of Taxation (DOTAX), the Internal Revenue Service, the Hawaii Department of Labor and Industrial Relations (DLIR), and the Hawaii Department of Commerce and Consumer Affairs (DCCA).

Vendor Name: BOYS AND GIRLS CLUB OF HAWAII

DBA/Trade Name: BOYS AND GIRLS CLUB OF HAWAII

Issue Date: 01/07/2015

Status: Compliant

Hawaii Tax#: [REDACTED]
FEIN/SSN#: XX-XXX5407
UI#: XXXXXX0528
DCCA FILE#: 8625

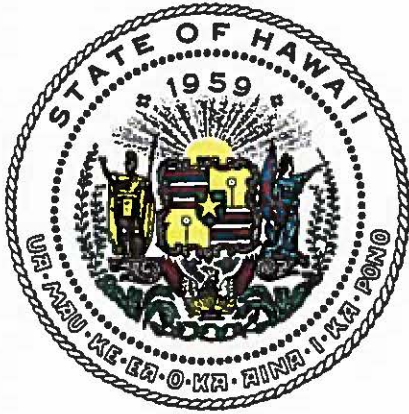
Status of Compliance for this Vendor on issue date:

Form	Department(s)	Status
A-6	Hawaii Department of Taxation	Compliant
	Internal Revenue Service	Compliant
COGS	Hawaii Department of Commerce & Consumer Affairs	Exempt
LIR27	Hawaii Department of Labor & Industrial Relations	Compliant

Status Legend:

Status	Description
Exempt	The entity is exempt from this requirement
Compliant	The entity is compliant with this requirement or the entity is in agreement with agency and actively working towards compliance
Pending	The entity is compliant with DLIR requirement
Submitted	The entity has applied for the certificate but it is awaiting approval
Not Compliant	The entity is not in compliance with the requirement and should contact the issuing agency for more information

**Certificate
of
Good Standing**



Department of Commerce and Consumer Affairs

CERTIFICATE OF GOOD STANDING

I, the undersigned Director of Commerce and Consumer Affairs of the State of Hawaii, do hereby certify that

BOYS AND GIRLS CLUB OF HAWAII

was incorporated under the laws of Hawaii on 06/21/1960 ; that it is an existing nonprofit corporation; and that, as far as the records of this Department reveal, has complied with all of the provisions of the Hawaii Nonprofit Corporations Act, regulating domestic nonprofit corporations.



IN WITNESS WHEREOF, I have hereunto set my hand and affixed the seal of the Department of Commerce and Consumer Affairs, at Honolulu, Hawaii.

Dated: January 28, 2015

Interim Director of Commerce and Consumer Affairs

**IRS 501c3
Letter**

Internal Revenue Service

Date: March 17, 2006

**BOYS AND GIRLS CLUB OF HAWAII
1523 KALAKAUA AVE STE 202
HONOLULU HI 96826-2446**

**Department of the Treasury
P. O. Box 2508
Cincinnati, OH 45201**

Person to Contact:

**Richard E. Owens 31-07974
Customer Service Representative
Toll Free Telephone Number:
877-829-5500
Federal Identification Number:
99-6005407**

Dear Sir or Madam:

This is in response to your request of March 17, 2006, regarding your organization's tax-exempt status.

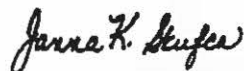
In May 1969 we issued a determination letter that recognized your organization as exempt from federal income tax. Our records indicate that your organization is currently exempt under section 501(c)(3) of the Internal Revenue Code.

Our records indicate that your organization is also classified as a public charity under sections 509(a)(1) and 170(b)(1)(A)(vi) of the Internal Revenue Code.

Our records indicate that contributions to your organization are deductible under section 170 of the Code, and that you are qualified to receive tax deductible bequests, devises, transfers or gifts under section 2055, 2106 or 2522 of the Internal Revenue Code.

If you have any questions, please call us at the telephone number shown in the heading of this letter.

Sincerely,



**Janna K. Skufca, Director, TE/GE
Customer Account Services**