

House District 8, 10 and 12

Senate District 5, 6 and 7

THE TWENTY-NINTH LEGISLATURE
APPLICATION FOR GRANTS
CHAPTER 42F, HAWAII REVISED STATUTES

Log No:

For Legislature's Use Only

Type of Grant Request:

GRANT REQUEST - OPERATING

GRANT REQUEST - CAPITAL

"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.

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

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:

BOYS & GIRLS CLUBS OF MAUI, INC.

Db/a:

Street Address: 100 Kanaloa Avenue, Kahului, HI 96732

Mailing Address: 100 Kanaloa Avenue, Kahului, HI 96732

2. CONTACT PERSON FOR MATTERS INVOLVING THIS APPLICATION:

Name KELLY LANILEI PEARSON

Title Chief Executive Officer

Phone # (808) 242-4363 x 222

Fax # (808) 249-0255

E-mail KellyP@bgcmaui.org

3. TYPE OF BUSINESS ENTITY:

- NON PROFIT CORPORATION INCORPORATED IN HAWAII
- FOR PROFIT CORPORATION INCORPORATED IN HAWAII
- LIMITED LIABILITY COMPANY
- SOLE PROPRIETORSHIP/INDIVIDUAL
- OTHER

6. DESCRIPTIVE TITLE OF APPLICANT'S REQUEST:

**BOYS & GIRLS CLUBS OF MAUI
PAUKUKALO CLUBHOUSE CONSTRUCTION PROJECT:
MEETING THE NEEDS OF THE COMMUNITY**

4. FEDERAL TAX ID #: _____

5. STATE TAX ID #: _____

7. AMOUNT OF STATE FUNDS REQUESTED:

FISCAL YEAR 2018: \$ 1,500,000

8. STATUS OF SERVICE DESCRIBED IN THIS REQUEST:

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

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

STATE \$ _____
 FEDERAL \$ _____
 COUNTY \$ _____
 PRIVATE/OTHER \$ _____

TYPE NAME & TITLE OF AUTHORIZED REPRESENTATIVE

[Redacted Signature]

KELLY LANILEI PEARSON, CHIEF EXECUTIVE OFFICER

Jan. 19, 2017
DATE SIGNED



RECEIVED
1/19/17 na

Application for Grants

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. Please include the following:

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

Boys & Girls Clubs of Maui, Inc., (BGCM) is a non-profit 501(c)(3) organization that operates drop-in service facilities that provide a safe, supportive, non-judgmental, nurturing and supervised environment where youth ages 9 to 17 years old can be themselves, experience positive role models, and learn the values and skills that promote success.

Founded in 2000, the Mission of the Boys & Girls Clubs of Maui is to inspire and enable all young people, especially those who need us most, to realize their full potential as productive, responsible and caring citizens.

We serve over 9,000 Maui County youth annually through our six clubs and outreach programs. Our Clubhouses are located in Central Maui (Kahului), Kahekili Terrace (public housing complex, accepts members as young as 6), Paukukalo (in the Hawaiian Homelands community, accepts members as young as 6), Haiku, Makawao and Lahaina and provide award-winning, evidence-based after school and summer programs.

The clubs are staffed by youth development professionals who exemplify our values of fun, respect, character development, education and `ohana. Not just after-school hangouts, our Clubhouses are safe and positive places where young people come to have fun, learn, do homework, develop social skills, express themselves creatively, and participate in sports. Our young members develop a sense of belonging and connection to the club, and make connections with one or more trusted adults. Continual learning is celebrated and reinforced in every interaction, activity, and area of the Club.

The club offers young people what they need and want most: adults who respect and listen to them; a safe environment where they can have fun and be themselves; and interesting, constructive activities that channel youthful energy into challenging pursuits.

At Boys & Girls Clubs of Maui, we believe that success is within reach of every young person who walks through the doors of our clubs.

2. The goals and objectives related to the request;

This proposal is for a project to build a stand-alone Clubhouse for the BGCM Paukukalo club, which is located in the Hawaiian Homelands Neighborhood in Wailuku.

While Boys & Girls Clubs of Maui is a licensee for this location and not the owner, we have agreements with the Paukukalo Hawaiian Homesteaders Association and the Department of Hawaiian Home Lands for approval to build the facility at this location.

The amount of this request is \$1,500,000. The total cost for the construction project is \$3,375,000 of which \$250,000 has been requested from the County of Maui through the 2017-2018 Community Development Block Grant for planning and design. The outcome of that request is not known at this time, but completion of this project as stated herein will not be compromised if the county funding does not come through this year. We plan to pursue other avenues should that be the case. Additionally, we have identified funding sources for the remainder of the total cost, including foundations that require they not be the initial funder for a capital project, preferring instead to provide donations once a project is underway and already funded in part.

In 2015, the Paukukalo club had 439 registered members with an Average Daily Attendance (ADA) of 141 members during the school year [most recent verified data available]. Because of the demographics of the neighborhood where the club is located, Paukukalo accepts youth as young as six years old. The only other Boys & Girls Clubs of Maui club that accepts members under the age of nine is Kahekili Terrace, which is situated in a Public Housing complex.

Currently the Paukukalo Clubhouse utilizes space in the Hawaiian Homes Community Center for all club activities, a 3,670-square-foot facility with a capacity for 240.

The facility provides a small office for staff needs and storage, and a kitchen that is used to prepare snacks and other food for the members, and also accommodates a culinary program. However, food cannot be stored in the kitchen due to its use by multiple organizations, and there is little additional storage space for other assets associated with Boys & Girls Clubs programming needs.

As a shared space, the Paukukalo club faces a number of limitations. During the school year, because other organizations and activities get scheduled to use the building on a regular basis, the club is only open for 4 hours after school (6 hours on early-release days), unlike the other BGCM facilities* that are open for 5 hours daily (7 hours for early release). Likewise, during the summer, Paukukalo can only be open for 5 hours daily, far less than the 7 hours enjoyed by BGCM members at our other large clubs.

Additionally, BGCM is bound, first and foremost, by the needs of the Community Center itself, which included our club being closed during last year's Winter Holiday Break

(December 18, 2015 to January 8, 2016) for scheduled repairs, a time when many of our members typically spend their long break participating in club activities. Club members who wanted to attend programs were transported to our other nearby Clubhouses during this time.

Because the current facility consists of a single open room for members, there is no separation of activities or age groups, except for sports programs that take place outdoors. This leads to a high noise level inside the building, which hinders concentration for activities such as homework and tutoring assistance, especially for our younger members, and members affected by ADHD and/or other learning disorders who typically require a quieter environment to accomplish these activities successfully.

Teenagers, who are inherently difficult to bring into the club but who need the programs and services the clubs provide as much if not more than younger members, become frustrated by not having separation from the younger members and often stop attending, even if they have been members for several years.

Despite these challenges, club staff have continually worked toward mitigating the negative aspects of the facility, such as creating rules and regulations that specifically address the issues in a way that is acceptable to and well understood by the members (e.g., orange cones designating “off limits” or “certain activities only” areas). Staff also work with members to develop creative solutions to the problems. For instance, several teen members told staff they didn’t like the fact that they couldn’t have a private space away from the younger members, some of whom are siblings to the teens. With the teens and staff working together on a solution, the teens set up tents on the grounds, creating “club rooms” that only the teens could use. This was temporary fix, to be sure, but shows the commitment our club staff have toward their members and the desire to meet their needs and enhance their club experiences.

The smaller size of the current facility means we cannot accommodate as many members as we would like to, or as many as would like to participate. In fact, for the past two years we were forced to implement a first-come, first-served waiting list for membership, meaning we had to turn away some former members and siblings of members. That leaves youngsters with nowhere to go at a time when club activities could enrich their lives in many positive ways.

Additionally, staff members have to set up and break down all of the tables and chairs each day, meaning they are being paid for time that could be better used interacting with and providing programs for the members. Because the space is shared with many other organizations, we cannot set up desktop computers for the kids to use and have to rely on small laptops for our members to do their homework and other activities. Staff take the laptops from a locked area and have the children sign in and out to use them for their schoolwork and other activities. Likewise, we cannot maintain a large amount of supplies for any activities (sports, arts, etc.) due to a lack of adequate storage.

Our other clubs have dedicated computer rooms with a large number of available desktop computers to be used for homework and technology programming. Additionally, while our other clubs take advantage of an operational kitchen (with stoves and refrigerators/freezers) to serve a large variety of snacks and lunches to our members, Paukukalo cannot store any food supplies and staff must bring these items in daily.

The basic goals and objectives to be met with the construction of this facility are (1) increased membership to accommodate all youth who want and need our services, and (2) improved club experiences for all age groups.

This will be accomplished through:

- The Clubhouse being open more hours each day (one hour more during the school year, two hours more during the summer and school intersessions)
- Having more and better equipment and supplies available to the members every day (based on availability of secure facilities, separate rooms for large game tables, a technology room for computers, and improved storage capacity)
- Increasing the quantity and quality of programs available for all members
- Separation of groups by age, ability and interest
- Increasing the amount of staff time spent interacting with the members by eliminating the need for staff to set up and break down the room each day
- Improved socialization opportunities for the members

**The term "other clubs" in this case refers to the four larger clubs of Central, Haiku, Makawao and Lahaina but not Kahekili, which is much smaller (membership of approximately 25) and also does not have the capacity of the larger clubs.*

3. The public purpose and need to be served;

The public purpose of the construction of the new Paukukalo Clubhouse is in the number of young members we can accommodate, the number of activities we can provide to them, and the quality of those activities.

When the club opened in 2005, the neighborhood was not a safe place to be. Drug houses could be easily pointed out, and the club staff needed to meet the members at the bus stop and walk them into the facility personally to ensure safety. Since then, the neighborhood has improved from that standpoint, but providing a safe and secure environment for all of our young members is still our number one goal each day.

Over the past few years, Paukukalo has had to limit the number of youth we add to our membership roster due to the size and accommodations of the facility we use. Not being able to serve as many children as we can, particularly for the Hawaiian Homelands Neighborhood that waited so long for a BGCM facility to be started, goes against our stated mission of helping those who need us most.

In particular, BGCM focuses on the academic progress of our youth. Several programs, such as the mandatory "Power Hour" homework assistance, encourage our members to become fully engaged in their own education, and understand its importance to their lives. Because the current club facility consists of one large space, there is nowhere for our students to go to study in quiet or receive tutoring. The new facility will include a large, computer-equipped study room that will improve this particular activity and also enable us to increase the number of programs we offer that involve the use of computers.

Additionally, many of our Paukukalo members attend Hawaiian Immersion Schools. Because staff at the Paukukalo Clubhouse speak the Hawaiian language, they are able to assist with homework assignments. We want to encourage as many Hawaiian Immersion students as possible to become club members so we can provide this valuable assistance to them. The need to limit the number of members at Paukukalo means limiting the number of these students who can join.

With a dedicated facility, we will be able to open longer each day, both during the school year and for the summer months, so our members will be able to participate in even more of the enriching activities we provide.

This project directly relates to our stated mission to help young people realize their full potential, and is especially important in meeting the needs of "those who need us most." Whether due to financial, social, physical or emotional hardships, it is these members we strive to inspire to be the best person they can be. Through this project, BGCM will be able to greatly expand the number of youth we serve, and increase the amount and type of programming we provide to meet the specific needs of each of our members, particularly those in the community served by the Paukukalo Clubhouse. This will assist us in fulfilling our mission.

4. Describe the target population to be served; and

Boys & Girls Clubs of Maui serves all local youth, ages 9 to 17, at our six clubs. At Paukukalo, which opened in 2005, we also accept members as young as 6.

The Paukukalo Clubhouse is a place where youth from Iao Intermediate, Baldwin High, and Wailuku and Waihee Elementary schools meet up with the youngsters who attend the Punana Leo Hawaiian Immersion Programs at King Kekaulike High, Kalama Intermediate and Paia Elementary schools. Because several of the Paukukalo club staff speak Hawaiian, they are able to assist students in the Immersion programs with their homework and other activities. For that reason, many of these students attend Paukukalo instead of a BGCM club location more convenient to their homes or schools. While it is not a requirement that a member has to live near or go to a school typically served by the club, a large number of our members come from the Hawaiian Home Lands neighborhood.

Overall for all clubs, our members, historically, come from families that fall into the low to moderate income levels. In fact, more than 97% of members at Paukukalo reflect this level, and a large percentage receive free or reduced lunch from their school.

Once this project is completed and the new Clubhouse facility is fully functional, we will be able to increase our enrollment numbers to serve even more youth. We anticipate those members will primarily be in the low to moderate income level, since that has been the characteristic of our members since the club opened.

5. Describe the geographic coverage.

The Paukukalo Clubhouse facility is located in the Hawaiian Homes area in Wailuku. Although many of our members live in that community, location of residence and school attended are not a restricted requirement for membership in any of our 6 clubs. Paukukalo club members come from many schools and communities throughout Maui.

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;

Total cost for the project is \$3,375,000. Of this amount, we have requested \$250,000 from the County of Maui, Program Year 2017 Community Development Block Grant, for Planning and Design, with \$1,500,000 requested through this application.

The remaining amount needed of \$1,625,000 will be raised through a combination of a directed Capital Campaign, and requests for grant funds and donations from several foundations and businesses that support this type of project. At this point, potential funders have already been identified and contact has been made regarding their interest in the project. This includes the Harry and Jeannette Weinberg Foundation. Many require that they not be the first donor to such a project but will consider funding a capital project once it has gotten underway with other resources. We have also requested additional funding from the County of Maui, which has always been a great support to our organization.

This will enable us to build a stand-alone Clubhouse for the BGCM Paukukalo location in the Hawaiian Homelands Neighborhood. Architectural plans have already been completed for the facility and will be used for the construction, pending a new architectural and engineering review of those plans.

The building will be constructed on the existing site of the covered basketball court, located adjacent to the community center that now houses the Paukukalo club activities. The basketball court includes a concrete foundation, partial concrete block walls and pillars supporting a steel-framed wooden roof structure.

Architectural plans call for the utilization of the existing structure as the base for the new building. The overall height of the existing structure is adequate for the proposed 2-story facility. An engineering assessment of any necessary rehabilitation of the structure will be part of the initial development stage, although that was taken into consideration when the architectural plans were first developed. Reasonable consideration of any potential cost associated with rehab of the existing structure has been included in the budget.

One important aspect of this facility is that it will be solar powered. This will be not only a cost savings for our electrical needs for years to come, but will assist in the state's goal of increasing the use of alternative energy sources.

Complete plans for the Paukukalo Clubhouse project call for the construction of a two-story building, which will be accomplished during Phase I (partially funded under this grant request) and Phase II.

Phase I will be the overall structure of the building (exterior walls, windows, interior walls, electrical, plumbing, etc.) that will include a completed first story and a shell for the second story, which will be renovated at a later date (Phase II, which is not included in the project cost noted above).

The first story will consist of fully-functional areas for games and activities (with space for indoor physical activities such as pool, foosball and ping pong, a study area and a computer lab), a complete kitchen (to be used for lunch and snack preparation and food storage, as well as functioning as a cooking classroom for culinary arts), a fitness room, separate male and female bathroom facilities with showers, an office for staff, a meeting room, storage, mechanicals, a secure entry for the intake process of club members, and covered outdoor lanais.

The second story will be built as a shell (utilized as attic space initially) to accommodate future expansion of the Clubhouse. There is no timeframe for the completion of the second story at this time, and it will most likely depend on available funding for the construction, furnishings, and staffing levels needed.

However, once the requested project (Phase I) is completed, the Clubhouse will be fully functional for all club activities.

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

TIMELINE:

This project has been in the planning phases for several years, pending funding resources. The architectural plans for the structure have already been completed and approved, although a reassessment of the proposed facility by current BGCM staff and Board of Directors Building Committee members will be done prior to the commencement of this grant-funded project to take into account any proposed changes or adjustments.

Also, any items that can be accomplished without the expenditure of grant funds prior to the project start date will be done in a timely manner to decrease the amount of time spent on such activities once the grant period starts. This includes development of a draft construction timeline, which could change following the engineering assessment; the creation of the Request for Proposal for the construction project; and beginning the process to hire a Project Manager.

Pre-construction phase (Months 1 – 9)

- Architectural and Engineering
 - Final approval of architectural plans with any revisions addressed
 - Reassessment of state of existing structure
 - Revisions to existing plans based on engineering assessment
- Develop and release Request for Proposal (RFP)
- Select contractor for project (30-60 days following release of RFP)
- Hire Project Manager
- Zoning clearance
- Update Environmental Assessment as needed
- Obtain permits

Construction phase (Months 10-20)

- Rehab existing structure as necessary based on engineering findings
- Construction of facility (12 months)
 - Framework
 - Roofing
 - HVAC
 - Plumbing
 - Electrical
 - Roofing
 - Interior walls and stairs
 - Painting and finish work
- Receive Certificate of Occupancy

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

BGCM is dedicated to providing exceptional experiences for all of its members. To that end, we will ensure the implementation of this project through completion by assigning staff to oversee every aspect of it, from creation of the Request for Proposal and selection of a contractor, to final walk through following completion of the facility.

Lead for this project is BGCM Chief Executive Officer Kelly Pearson, with Director of Operations Maurice Bajon overseeing the day-to-day progress being made. Both were instrumental in the construction of other BGCM facilities and are familiar with the processes involved.

Our Financial Management company, Fohrman and Fohrman, will maintain all financial records (grant monies received from the grantor, invoices received and paid, etc.) to ensure all funds are being spent as specified and within the set budget.

Additionally, we will contract with a professional construction Project Manager throughout the life of the project. The PM will maintain direct contact with the CEO and the builder, and will monitor progress against the timeline and specifications of the project.

The Board of Directors will enact a 4-member (minimum) Building Committee specifically for this project with regular meetings held to discuss any problems or concerns, which will be addressed immediately so that the project will meet the timeline and budget set forth in this application.

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.**

As noted above, this is a construction project and all measures and reports will reflect only that aspect.

The following benchmarks will be used to measure the effectiveness of the progress made, and will be reported to the State Agency as requested:

- A. Meeting deadlines set forth within the Timeline (during both the Pre-Construction Phase and the Construction Phase);
- B. Ensuring the expenditures made during the project period meet the budget as detailed in the application and that all expenditures follow grant guidelines; and

- C. Meeting the construction timeline to ensure the project remains on schedule.

III. Financial

Budget

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

Attached

2. **The applicant shall provide its anticipated quarterly funding requests for the fiscal year 2018.**

Quarter 1	Quarter 2	Quarter 3	Quarter 4	Total Grant
\$225,000	\$425,000	\$425,000	\$425,000	\$1,500,000

3. **The applicant shall provide a listing of all other sources of funding that they are seeking for fiscal year 2018.**

County of Maui – Program Year 2017 Community Development Block Grant: \$250,000

At this time we have not received notification from the County of Maui regarding the status of this request. Last year (Program Year 2016) we submitted the same project to the County of Maui and received approval for “alternate funding,” meaning our project was in the second tier of approvals with all available funds earmarked for the projects approved in the first tier. Any second tier funding depending on the availability of de-obligated funds. However, this funding did not materialize, so we submitted the request for Program Year 2017.

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.**

None

5. **The applicant shall provide a listing of all federal, state, and county government contracts and grants it has been and will be receiving for program funding.**

At the time of this application submission, we have no federal, state of county government contracts or grants either currently underway for this specific project (construction of the Paukukalo Clubhouse).

However, the Paukukalo Clubhouse has and will continue to receive funding for the programs that are provided to members at the club as part of the larger Boys & Girls Clubs of Maui funding resources.

See attachment (page 9, **Government Contracts and/or Grants**).

6. **The applicant shall provide the balance of its unrestricted current assets as of December 31, 2016.**

\$166,909

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.

Administrative personnel with BGCM have years of experience managing large projects, including those that are grant-funded and require detailed oversight

Boys & Girls Clubs of Maui has built its capacity through the design, development and construction of four other facilities that serve the island community and in the administration of government and private funding sources over the same period. The years of success in the completion of prior facilities in a timely manner sets the pace for the continuation of our commitment to provide the youth of Maui with safe and secure facilities for the implementation of BGCM programs.

CEO Kelly Pearson has been with BGCM since its inception in 2000, was Director of Operations for 14 years, and was promoted to her current position in July 2014. During her tenure at BGCM, we opened 6 separate Clubhouses throughout the county, of which 4 required the construction of a building, paid for through county funding but requiring direct and detailed oversight by BGCM.

With an annual agency budget of approximately \$2.5 million, we have experience managing large grants, including both the fiscal and programmatic aspects. Our financial management, directed through Fohrman & Fohrman, Inc., a nonprofit accounting

specialist, provides financial reporting and review, organizational and program budgeting, cash flow analysis and forecasting, and grant management services. Our organization's financial management systems are designed to maintain accurate and comprehensive accounting records meeting financial and audit requirements in accordance with Generally Accepted Accounting Principles (GAAP). Our system adequately identifies the source and application of funds for all sponsored activities and grant programs. Fohrman & Fohrman, Inc. works with management and the board of directors to ensure proper governing and accounting policy and procedures are in place and followed. It is these accounting practices that give us the tools to enable us to properly administer these requested funds. In addition, our programmatic oversight for the entire project will follow our strong internal control policies and procedures.

Boys & Girls Clubs of Maui uses Sage 50 accounting software for bookkeeping, budgeting and financial reporting purposes. All grants are given individual account codes for ease of reporting. Financial statements are provided to the Board of Directors' Treasurer and Finance Committee on a monthly basis. The Finance Committee presents the report to the full Board of Directors for their review at the monthly board meetings. An independent audit of BGCM's financial records is completed on an annual basis. Additionally, the Board of Directors' Building Committee will be directly involved in the development of project-specific reporting throughout the life of the project.

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.

Boys & Girls Clubs of Maui operates out of six individual Clubhouses, located throughout the County of Maui to conveniently serve the island's youth. Four of these facilities – Central Club in Kahului, Lahaina Club, Haiku Club and Makawao Club – feature stand-alone BGCM buildings that are located within County of Maui parks.

All four of these Clubhouses, which are between 3,800 and 8,800 square feet in size, include separate rooms for the various activities members participate in, such as a computer lab, homework and tutoring areas, arts and crafts rooms, space for indoor games including ping-pong and foosball, and teen-only rooms, as well as expansive outdoor recreational areas and facilities for a variety of free-time activities and organized sports. The clubs also feature full-service kitchens, separate bathroom facilities (for boys, girls, plus a staff bathroom), and secure entrances. The smallest of these four Clubhouses, Haiku, is able to utilize other community club spaces within the complex of facilities at the park, so their actual size expands to meet the needs of the members.

The Kahekili Club is located in a State Public Housing complex in Wailuku and shares a small space with the Housing and Community Development Corporation of Hawaii

office. Most of the members come directly from the housing complex, and membership is relatively low at approximately 25 members. The complex features a central outdoor recreational space that is shared with the club.

The Paukukalo Clubhouse, the subject of this grant application, shares space with the Community Center in the Hawaiian Homelands neighborhood in the Wailuku area. Because it is located in a very populated community, and it offers Hawaiian Immersion students with Native Hawaiian Language learning assistance and guidance through its diverse staff, Paukukalo maintains high membership numbers. Due to the fact that the facility is a single open room, and that it is also used for other Hawaiian Homelands-sanctioned community events on a regular basis, the building is not as functional for the members as the other clubs with stand-alone facilities, including the number of hours it can be open on a daily basis.

In all, Boys & Girls Clubs of Maui serves at least 2,000 registered members annually, with another 5,000 to 7,000 youth served through outreach programs.

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.

Boys & Girls Clubs of Maui has been able to successfully expand the number of its club facilities since it was first founded in 2000. This includes the construction of four stand-alone facilities built during this timeframe.

For the Paukukalo project, we will hire a Project Manager to help manage the project throughout the complete construction of the facility. This model has worked quite well in our previous building projects (four Clubhouses). Our Board of Directors' Building Committee will work diligently with the consultant to ensure all planning, design, and permitting occur in a timely manner during the pre-construction phase, and that the construction phase is completed on time and on budget.

Additionally, BGCM CEO Kelly Pearson will oversee all aspects of the project and will work with the hired Project Manager, the Building Committee members, the outsourced Chief Financial Officer (Fohrman & Fohrman, Inc.) and the Director of Operations (Maurice Bajon) on a regular basis throughout the life of the project, ensuring full communication, reporting, and cooperation among all involved parties.

The overriding goal of this project is to serve the members of the Paukukalo Clubhouse to the best of our ability, and also to provide the community with a safe and secure facility that will enhance everyone's experiences there.

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 organization chart that illustrates the placement of this request.

Attached

C. Compensation

The applicant shall provide the annual salaries paid by the applicant to the three highest paid officers, directors, or employees of the organization by position.

Chief Executive Officer - \$98,000

Director of Operations - \$65,720

Administrative Director - \$58,086

VI. Other

A. Litigation

We have no pending litigation or outstanding judgement.

B. Licensure or Accreditation

Not Applicable

C. Private Educational Institutions

This grant will not be used to support or benefit a sectarian or non-sectarian private educational institution.

D. Future Sustainability Plan

The applicant shall provide a plan for sustaining after fiscal year 2017-18 the activity funded by the grant if the grant of this application is:

- (1) Received by the applicant for fiscal year 2017-18, but
- (2) Not received by the applicant thereafter.

This grant request is for a construction project. Therefore, it is a one-time expense that will be completed with this funding and additional funding from other resources as note above. No additional funding will be requested from the State of Hawaii Grants in Aid program for the construction of the Paukukalo Clubhouse.

Once built, all operational and other expenses will be the responsibility of Boys & Girls Clubs of Maui, Inc., through its regular funding resources, as is the case for the Paukukalo Clubhouse's current location.

E. Certificate of Good Standing (If the Applicant is an Organization)

If the applicant is an organization, the applicant shall submit one (1) copy of a certificate of good standing from the Director of Commerce and Consumer Affairs that is dated no earlier than December 1, 2016.

Attached

BUDGET REQUEST BY SOURCE OF FUNDS

Period: July 1, 2017 to June 30, 2018

App **Boys & Girls Clubs of Maui, Inc.**

BUDGET CATEGORIES	Total State Funds Requested (a)	Total Federal Funds Requested (b)	Total County Funds Requested (c)	Total Private/Other Funds Requested (d)
A. PERSONNEL COST				
1. Salaries				
2. Payroll Taxes & Assessments				
3. Fringe Benefits				
TOTAL PERSONNEL COST				
B. OTHER CURRENT EXPENSES				
1. Airfare, Inter-Island				
2. Insurance				
3. Lease/Rental of Equipment				
4. Lease/Rental of Space				
5. Staff Training				
6. Supplies				
7. Telecommunication				
8. Utilities				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				
TOTAL OTHER CURRENT EXPENSES				
C. EQUIPMENT PURCHASES				
D. MOTOR VEHICLE PURCHASES				
E. CAPITAL	1,500,000		250,000	1,625,000
TOTAL (A+B+C+D+E)	1,500,000		250,000	1,625,000
SOURCES OF FUNDING		Budget Prepared By:		
(a) Total State Funds Requested	1,500,000	Kelly Lanilei Pearson, Chief Executive Officer (808) 242-4363		
(b) Total Federal Funds Requested		Name (Please type or print) _____ Phone _____		
(c) Total County Funds Requested	250,000	 <i>Jan 19, 2017</i>		
(d) Total Private/Other Funds Requested	1,625,000			
TOTAL BUDGET	3,375,000	Kelly Lanilei Pearson, Chief Executive Officer Name and Title (Please type or print)		

BUDGET JUSTIFICATION - EQUIPMENT AND MOTOR VEHICLES

Period: July 1, 2017 to June 30, 2018

Applicant: Boys & Girls Clubs of Maui, Inc.

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

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

BUDGET JUSTIFICATION - CAPITAL PROJECT DETAILS

Period: July 1, 2017 to June 30, 2018

Applicant: Boys & Girls Clubs of Maui, Inc.

FUNDING AMOUNT REQUESTED						
TOTAL PROJECT COST	ALL SOURCES OF FUNDS RECEIVED IN PRIOR YEARS		STATE FUNDS REQUESTED	OTHER SOURCES OF FUNDS REQUESTED	FUNDING REQUIRED IN SUCCEEDING YEARS	
	FY: 2015-2016	FY: 2016-2017	FY:2017-2018	FY:2017-2018	FY:2018-2019	FY:2019-2020
PLANS	0	0				
LAND ACQUISITION	0	0				
DESIGN	0	0		\$250,000		
CONSTRUCTION	0	0	\$1,500,000	\$1,625,000		
EQUIPMENT	0	0				
TOTAL:	0	0	\$1,500,000	\$1,875,000		
JUSTIFICATION/COMMENT The requested amount will be used as partial funding for the construction of a 2-story facility for the Boys & Girls Clubs of Maui's Paukukalo Clubhouse.						

**DECLARATION STATEMENT OF
APPLICANTS FOR GRANTS PURSUANT TO
CHAPTER 42F, HAWAII 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 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 Clubs of Maui, Inc.

(Typed Name of Individual or Organization)



(Signature)

Jul. 19, 2017

(Date)

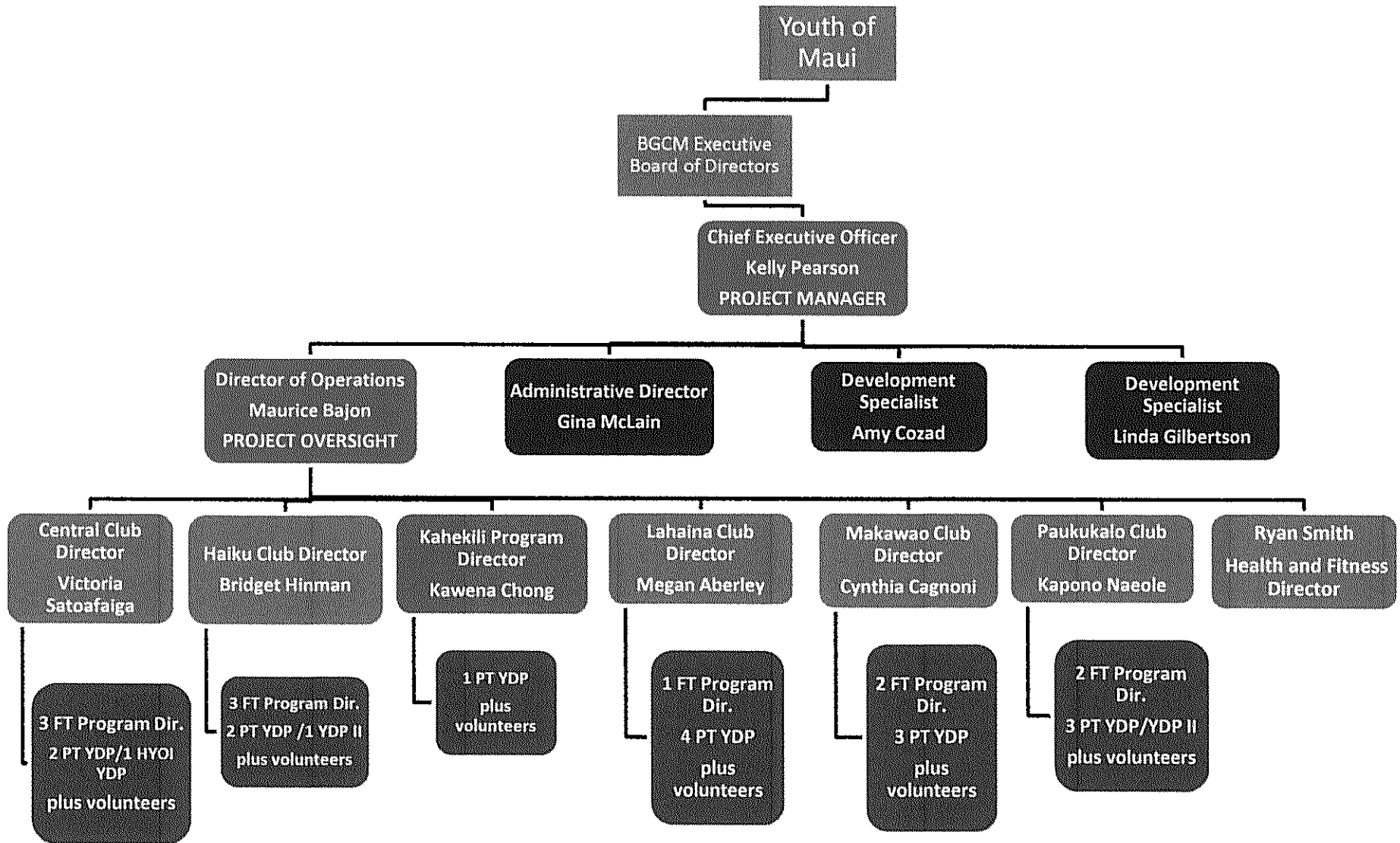
Kelly Lanilei Pearson

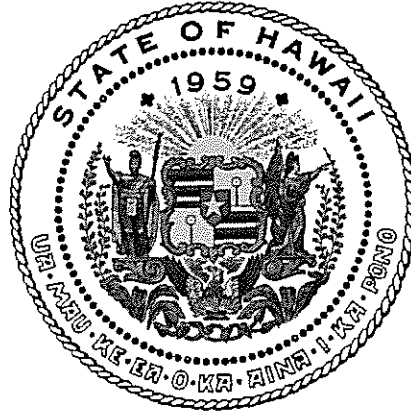
(Typed Name)

Chief Executive Officer

(Title)

BOYS & GIRLS CLUBS OF MAUI ORGANIZATIONAL CHART





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 & GIRLS CLUBS OF MAUI, INC.

was incorporated under the laws of Hawaii on 06/26/1989 ; 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 12, 2017

Director of Commerce and Consumer Affairs