

House District(s) 1,2,3,4,13,22,24,25, 26,29, 34, 35, 39,40,41,42, 44
Senate District(s) 1,2,4,7,11,12,13,16,17,19,20,21

**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): DEPARTMENT OF EDUCATION

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

1. APPLICANT INFORMATION:

Legal Name of Requesting Organization or Individual:

Center for Tomorrow's Leaders

Dbas: N/A

Street Address: 677 Ala Moana Boulevard, Suite 1100
Honolulu, Hawaii 96813

Mailing Address: Same as above

2. CONTACT PERSON FOR MATTERS INVOLVING THIS APPLICATION:

Name KATIE CHANG

Title Executive Director

Phone # 808-681-7687

Fax # N/A

E-mail kchang@ctlhawaii.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:

**EQUIPPING STUDENTS FOR COLLEGE, CAREER, AND CIVIC LIFE
THROUGH CTL LEADERSHIP DEVELOPMENT PROGRAM EXPANSION**

4. FEDERAL TAX ID #: [REDACTED]

5. STATE TAX ID #: [REDACTED]

7. AMOUNT OF STATE FUNDS REQUESTED:

FISCAL YEAR 2019: \$100,000

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 \$ 0
FEDERAL \$ 0
COUNTY \$ 0
PRIVATE/OTHER \$ 121,500

TYPE NAME & TITLE OF AUTHORIZED REPRESENTATIVE:

[REDACTED]

KATIE CHANG, EXECUTIVE DIRECTOR
NAME & TITLE

JANUARY 17, 2018
DATE SIGNED

JAN 13 2018
11:47 AM

Application for Grants

Please check the box when item/section has been completed. 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;

Center for Tomorrow's Leaders (CTL) was established in 2003 with the mission of engaging, equipping and empowering Hawaii's future leaders so they will be prepared to take the lead in postsecondary education, careers and the community. CTL partners with key administrators from middle and high schools across the State to identify at-risk students with leadership potential and trains them through comprehensive, character focused programs designed to develop college and career readiness.

CTL's programs are based on a data-driven curricular model, The Leadership Challenge, that is based on research from Santa Clara University and is aligned to Hawaii Department of Education (HIDOE) General Learner Outcomes.

CTL focuses on the untapped leadership potential of non-traditional students – those at-risk who may not necessarily hold leadership positions within their schools due to limited exposure to leadership opportunities. CTL's School Program provides an intentional mechanism for recruiting and training teens in Hawaii's public schools for leadership development, equipping students with 21st century skills necessary to succeed beyond graduation and in the workplace.

Last school year, CTL served 310 students in 10 schools throughout Oahu, 50 students in two schools on Hawaii Island, and 75 students at Lanai Intermediate and High School. CTL also hosted 594 students representing all parts of Hawaii at its Emerge Conference, which features influential community leaders offering a wealth of expertise and insight into business, government, and community sectors.

As part of its programs, CTL actively engages community leaders as mentors who offer insight into the range of leadership skills necessary for students to successfully compete in Hawaii's tight labor market. In the past few years, CTL has been honored to welcome Jeff Arce, Executive Vice President and Chief Financial Officer of The MacNaughton Group, Kelvin Taketa, Past President & CEO of Hawaii Community Foundation, and Connie Lau, President & CEO of Hawaiian Electric. In 2016, CTL piloted a corporate mentorship program with Hawaiian Electric Company, DTRIC Insurance and aio Group

to send key employees directly in schools to help CTL mentor youth during student-led projects.

Each year, a group of juniors and seniors are also selected to continue their training through CTL's year-long Fellows Program designed to expose students to influential leaders in the community, and encourage them to advocate for school-wide change and community action.

2. The goals and objectives related to the request;

CTL plans to expand its comprehensive leadership development programs to additional students from public schools during 2018-2019, with an emphasis on Hawaii Island.

Working in tandem with HIDOE, CTL's overall goal is to expand leadership programs in Hawaii public schools that collaboratively train a growing pool of committed, resilient youth to become the next generation of leaders. CTL's program is the only one of its kind in Hawaii that addresses the need for broad-based leadership development in Hawaii's schools and aligns with HIDOE reforms emphasizing student leadership and community partnerships.

CTL seeks to adequately prepare Hawaii's youth for 21st century success by equipping students with leadership skills to successfully compete in an international economy, and serve as future exemplary role models, promising visionaries and community builders.

Many of the students in CTL's target population represent communities with high rates of households receiving public assistance, low rates of high school graduates compared to the state, and limited exposure to role models or mentors in executive and entrepreneurial leadership positions. The main objective of CTL programs is to level the playing field for at-risk students living in poverty and surrounded by high unemployment by empowering them to become leaders in their schools, surrounding neighborhoods, and finally the world at large regardless of their socioeconomic backgrounds.

3. The public purpose and need to be served;

While leadership and communication skills are valued by employers worldwide, the gaping deficit among Hawaii's graduates will mean an ill-prepared workforce unless students are given opportunities to develop leadership, life and career skills, in addition to learning content knowledge.

Unfortunately, the emphasis on high-stakes testing has resulted in fewer opportunities for students to practice being a leader, or to engage in civic responsibility, whether at school, within the community, or globally. According to the Center for Creative Leadership and Hawaii Chamber of Commerce, employers in Hawaii are looking for employees who possess character, commitment, emotional intelligence and soft skills. Effective,

leadership programs must focus efforts on the untapped leadership potential in Hawaii's public schools to enhance leadership capacity among non-traditional students.

A recent study of local business leaders indicates that Hawaii students are ill-prepared for the workplace, lacking communication skills essential to succeed in today's jobs, as well as jobs of the future (Achieve Inc., 2009). In fact, David Carey, President and CEO of Outrigger Enterprises stresses that Hawaii's public high school graduates are generally unprepared for the state's tight labor market, lacking fundamental communication skills that the business community expects (Honolulu Magazine, 2007).

Based on recent market analysis, CTL discovered that although communities, such as Hilo, have a rich legacy of leadership, there is a desperate need for the younger generation to develop connections to their communities and recognize the vast opportunities available post high school graduation. Leadership development offers a compelling avenue for youth to make a difference in their communities and learn valuable skills for their next steps.

Unfortunately, many youth reside in communities affected by the negative effects of poverty and have few role models of adults who are working or are leaders within the community. The Annie E. Casey Foundation reports the lack of opportunities and connections to school and work for these teens often means an inability to secure employment and maintain future financial stability, resulting in a reliance on government support (Youth Unemployment Soars in Past Decade, 2012).

Employers consistently agree that in addition to such 21st century skills as communication, successful workers must also possess soft skills, good work habits, and positive attitudes, all of which are difficult to learn on the job (Hawaii Career Ready Study, 2007). To prepare Hawaii's at-risk youth to become tomorrow's visionary career leaders, programs like Center for Tomorrow's Leaders are vital to radically increase the number of emerging leaders exposed to excellent leadership development and corporate, business and academy mentorship.

Despite the compelling need for youth leadership programs that equip at-risk public school students to succeed in college, career, and civic life, current leadership opportunities are limited to student government and seldom include an intentional mechanism to recruit and train young leaders. While there are organizations offering regional or retreat-based leadership development experiences, many programs are issue- or business- specific. CTL is the only organization offering a school-based, comprehensive organizational leadership development training program for diverse youth leaders.

4. Describe the target population to be served; and

CTL's target population is vulnerable teens in high schools throughout Hawaii, which serve a total of 64,835 students through 41 public high schools (50,625 students) and 43

private schools (14,210 students). These students have been identified and recommended by the principal, guidance counselor, and/or teachers as at-risk and needing training in leadership, soft skills, and character development. CTL's first focus is public schools, particularly those which serve at-risk school students from lower socioeconomic levels.

5. Describe the geographic coverage.

CTL currently serves students and teachers from public and private schools throughout Oahu, on Hawaii Island, and Lanai.

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;

CTL staff will work with each high school principal, guidance counselor, and/or teachers to identify at-risk students who demonstrate leadership potential and would greatly benefit from exposure to focused leadership development and community mentors.

Over an 8-month period, these students will participate in weekly leadership development classes, with curriculum based on The Five Practices of Exemplary Leadership® described in The Student Leadership Challenge by James M. Kouzes and Barry Z. Posner. The CTL School Program is aligned with the HODOE goals of General Learner Outcomes, many of which include student leadership.

Students in 9th-12th grade will be instructed in CTL's Leadership Course, which provides training in leadership skills that are lacking in many of today's workplaces. Students will meet for weekly instructional sessions that expand their leadership capacity through student engagement and culture change as they craft and communicate inspiring visions, build strong teams, and sustain momentum by celebrating accomplishment.

Students participating in CTL's Intensive Leadership Course will also launch student-led projects that meet needs within their schools or communities. For example, former CTL students launched the Lokahi Project, a student-driven initiative established to raise awareness of the increasing percentage of depression among senior citizens in the community. After successful "Senior Prom" and "Senior Luau" events for senior residents of Kulana Hale, the Lokahi Project received partnership offers from the Hawaii Center for Aging, Kahala Nui Senior Care, and Hawaii Meals on Wheels.

CTL will provide instructors and curriculum at each school, as well as train teachers to teach the courses through a two-part training session during the year. All students participating in the program will be invited to CTL's Emerge Conference that features

influential community leaders who offer their expertise and insight. In addition, a group of juniors and seniors will be selected to continue their leadership development training through CTL's year-long Fellows Program.

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

If State GIA funding is awarded, CTL plans to utilize the funds to operate its leadership development programs within 12 months from release of the funding.

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 effectiveness of CTL's leadership development programs will be monitored through teacher-reported positive behavioral changes among participating students, including increased competency in leadership, communication, and critical thinking skills, as well as an enhanced level of engagement and interest in community and global issues. Program results will also be measured through student and teacher surveys and feedback forms, with information summarized and discussed with the Student Leadership Facilitators, Executive Director and Board.

CTL anticipates that a minimum of 90% of participating students will feel empowered to make a difference in their schools and communities, with a minimum of 75% of students engaging in some type of leadership role at the end of 12 months.

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.

CTL will provide quarterly reports to the State, which will include the total number of students and grade levels served through its leadership development programs for each respective school.

III. Financial

Budget

1. The applicant shall submit a budget utilizing the enclosed budget forms as applicable, to detail the cost of the request.
- a. Budget request by source of funds ([Link](#))
 - b. Personnel salaries and wages ([Link](#))
 - c. Equipment and motor vehicles ([Link](#))

- d. Capital project details ([Link](#))
- e. Government contracts, grants, and grants in aid ([Link](#))

See attached documents.

2. The applicant shall provide its anticipated quarterly funding requests for the fiscal year 2019.

Quarter 1	Quarter 2	Quarter 3	Quarter 4	Total Grant
\$25,000	\$45,000	\$15,000	\$15,000	\$100,000

3. The applicant shall provide a listing of all other sources of funding that they are seeking for fiscal year 2019.

CTL has secured \$121,500 in committed funds to date, and submitted a request to the County for additional funds for fiscal year 2019. A \$100,000 grant from State Grant-in-Aid will complete funding toward expansion of CTL's leadership development programs.

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.

This does not apply.

5. The applicant shall provide a listing of all federal, state, and county government contracts, grants, and grants in aid it has been granted within the prior three years and will be receiving for fiscal year 2019 for program funding.

<u>Source</u>	<u>Amount</u>	<u>Grant Period</u>	<u>Purpose</u>
City GIA	\$122,123	10/1/16-9/30/17	School Program Expansion
State GIA	\$95,000	7/1/15-6/30/16	Expansion Pilot Program
Water Commission	\$7,500	11/15/17 – 11/15/18	Student-led project

6. The applicant shall provide the balance of its unrestricted current assets as of December 31, 2017.

The balance of CTL's unrestricted current assets as of December 31, 2017 is \$204,932.

IV. Experience and Capability

1. **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.

Over the years, CTL has worked to establish partnerships with Hawaii business and community leaders who offer insight to current industry standards, trends, and career prerequisites. The greatest evidence of program success is in CTL's continual statewide requests for expansion. Not only has the size of its annual EMERGE Conference continued to grow each year, but CTL was approached by 5 additional public schools as well as smaller private schools requesting its School Program during the 2017-2018 school year.

Last school year, CTL programs successfully served a total of 425 students, while hosting 594 students to its Emerge Conference. In addition, CTL's Fellows Program has graduated alumni with a 98% college attendance rate since inception, including Ivy League Schools and all military academies. CTL alumnae continue to make a difference in their communities as leaders of virtually every public and private sector job. These young men and women work as attorneys, managers, account executives, and consultants, and serve as mentors or coaches at CTL.

Christina Wong currently works as a Staff Attorney at the New York City Center for Appellate Litigation. A 2007 graduate of CTL, Christina shares that she "loves seeing the service part of CTL projects, as well as the transformation of just cultivating leadership to cultivating student leaders and community servants who are doing hands-on projects while in the program."

Janae Rasmussen graduated from CTL in 2012 and is presently the Medical Screening Coordinator and Medical Coordination Specialist EMT at Remote Medical International. "CTL dramatically changed my perspective on leadership and I think because of that I was able to succeed. I think CTL's roots, not only in inspiring young women to find leadership in themselves but to give back to the community is important."

Marketing and PR Intern and CTL 2012 graduate April Jungco stresses that "CTL is definitely important and very integral to my generation and those that come after. It is important for young adults to be exposed to leaders from various industries, with different leadership styles. This program allows for the growth and formation of leaders who can serve various communities in the future."

Based on its demonstrable success over the past seven years, CTL is well equipped to expand this highly effective program to additional schools during 2018-2019, with a focus on Hawaii Island.

2. **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.

Since programs are conducted at each respective school, CTL has access to ADA-compliant classroom space and basic equipment without additional cost.

V. Personnel: Project Organization and Staffing

1. **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.

Executive Director Katie Chang has both the passion and expertise to competently oversee CTL's leadership development programs, and will be responsible for training the Student Leadership Facilitators, all of whom will have degrees in education and experience in working with youth. Katie is a proud alumna of the very first class of CTL Fellows. Since her appointment in 2011, Katie has expanded the CTL from its flagship Fellows program to include the innovative School Program, which offers leadership development directly to Hawaii's high schools. She is a certified presenter of the nationally-acclaimed Student Leadership Challenge which is the foundation of the program. Prior to joining the CTL, Katie worked as an advisor for the US/UK Fulbright Commission in London, UK. She also served as an intern in the Hawaii State Legislature and Governor's Office. She is a summa cum laude graduate of Pepperdine University.

In 2017, Katie was named a finalist for The Cades Foundation Nonprofit Leadership award, which recognizes nonprofit organizations that have identified important community needs or issues and responded by resolving them in a creative and innovative manner. Several of CTL's non-profit partners submitted letters of recommendation in support of this award.

2. **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.

See attached CTL Organization Chart.

3. **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.

Executive Director: \$65,000
Student Leadership Facilitator: \$45,000
Student Leadership Facilitator: \$40,000

VI. Other

1. **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.

This does not apply.

2. **Licensure or Accreditation**

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

This does not apply.

3. **Private Educational Institutions**

The applicant shall specify whether the grant will be used to support or benefit a sectarian or non-sectarian private educational institution. Please see Article X, Section I, of the State Constitution for the relevance of this question.

This does not apply.

4. **Future Sustainability Plan**

The applicant shall provide a plan for sustaining after fiscal year 2018-19 the activity funded by the grant if the grant of this application is:

- (a) Received by the applicant for fiscal year 2018-19, but
- (b) Not received by the applicant thereafter.

CTL effectively stewards its resources by engaging an enthusiastic team of volunteer interns, and works directly with school principals to train educators to continue teaching the leadership courses, thus eliminating the need to hire unnecessary staff. CTL's School

Program has little overhead since leadership courses are conducted at each respective school. Other than rent, utilities, and office equipment, CTL does not need to budget for costly expenditures such as facility maintenance and repairs.

CTL's marketing and fundraising strategies include supporting its programs through revenues generated from program fees, special events, philanthropic partnerships, and in-kind or monetary donations from local corporations and small businesses. To diversify funding sources in the future, CTL established an Annual Gala that has experienced double the revenue year-over-year and positive feedback from the business community. CTL has also launched an alumni giving program to garner monthly contributions from young professionals in the network that demonstrates promise for long-term growth over time. These alumni also invest back into the program through service as mentors and interns.

CTL's Board closely monitors the annual budget to ensure that programs are operating cost-effectively with minimal overhead. With a small staff and clear revenue projections, CTL is able to maintain an efficiently run organization capable of sustaining its programs after grant funding is exhausted.

Because of the program's success, several schools have indicated an interest in using Title I or Weighted Student Formula funding to incorporate the CTL School Program in conjunction with other programs, such as Advancement Via Individual Determination (AVID). Once teachers are trained at each school, CTL will continue to serve as a community liaison to advise participating students as they launch their intensive leadership projects.

5. **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, 2017.

CTL's Certificate of Good Standing is attached.

6. **Declaration Statement**

The applicant shall submit a declaration statement affirming its compliance with Section 42F-103, Hawaii Revised Statutes. ([Link](#))

See CTL's attached Declaration Statement.

7. **Public Purpose**

The applicant shall specify whether the grant will be used for a public purpose pursuant to Section 42F-102, Hawaii Revised Statutes. ([Link](#))

Funding awarded through State Grant-in-Aid would be used for a public purpose as described above in section *I. Background and Summary*, to directly serve at-risk students in Hawaii schools who lack exposure to role models or mentors and need comprehensive, organizational leadership development training.

BUDGET REQUEST BY SOURCE OF FUNDS

Period: July 1, 2018 to June 30, 2019

Applicant: Center for Tomorrow's Leaders

BUDGET CATEGORIES	Total State Funds Requested (a)	Total Federal Funds Requested (b)	Total County Funds Requested (c)	Total Private/Other Funds Committed (d)
A. PERSONNEL COST				
1. Salaries	\$52,400		\$54,000	\$86,000
2. Payroll Taxes & Assessments	\$4,000		\$4,000	\$6,500
3. Fringe Benefits	\$5,000		\$5,000	\$1,000
TOTAL PERSONNEL COST	\$61,400	\$0	\$63,000	\$93,500
B. OTHER CURRENT EXPENSES				
1. Airfare, Inter-Island	\$5,000			\$2,000
2. Insurance	\$2,000		\$1,800	
3. Lease/Rental of Equipment				
4. Lease/Rental of Space	\$15,000		\$6,000	\$15,000
5. Staff Training				
6. Supplies	\$7,100			\$6,000
7. Telecommunication				
8. Utilities				
9. Food	\$9,500		\$8,400	\$5,000
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TOTAL OTHER CURRENT EXPENSES	\$38,600	\$0	\$16,200	\$28,000
C. EQUIPMENT PURCHASES	\$0	\$0	\$0	\$0
D. MOTOR VEHICLE PURCHASES	\$0	\$0	\$0	\$0
E. CAPITAL	\$0	\$0	\$0	\$0
TOTAL (A+B+C+D+E)	\$100,000	\$0	\$79,200	\$121,500
SOURCES OF FUNDING		Budget Prepared By:		
(a) Total State Funds Requested	\$100,000	Katie Chang		808-681-7687
(b) Total Federal Funds Requested	\$0	Name (Please type or print)		Phone
(c) Total County Funds Requested	\$79,200	[REDACTED]		January 17, 2018
(d) Total Private/Other Funds Committed	\$121,500	Signature of Authorized Official		Date
TOTAL BUDGET	\$300,700	Katie Chang, Executive Director		
		Name and Title (Please type or print)		

BUDGET JUSTIFICATION - PERSONNEL SALARIES AND WAGES

Period: July 1, 2018 to June 30, 2019

Applicant: Center for Tomorrow's Leaders

POSITION TITLE	FULL TIME EQUIVALENT	ANNUAL SALARY A	% OF TIME ALLOCATED TO GRANT REQUEST B	TOTAL STATE FUNDS REQUESTED (A x B)
Student Leadership Facilitator	1	\$40,000	100.00%	\$40,000
Student Leadership Facilitator	1	\$42,000	20.00%	\$8,400
Executive Director	1	\$65,000	20.00%	\$13,000
TOTAL:				\$61,400
JUSTIFICATION/COMMENTS: State GIA funds would be used toward salaries and wages of staff required to operate CTL leadership development programs over 12 months.				

BUDGET JUSTIFICATION - EQUIPMENT AND MOTOR VEHICLES

Period: July 1, 2018 to June 30, 2019

Applicant: Center for Tomorrow's Leaders

DESCRIPTION EQUIPMENT	NO. OF ITEMS	COST PER ITEM	TOTAL COST	TOTAL BUDGETED
Not Applicable			\$ -	
			\$ -	
			\$ -	
			\$ -	
			\$ -	
TOTAL:				
JUSTIFICATION/COMMENTS:				

DESCRIPTION OF MOTOR VEHICLE	NO. OF VEHICLES	COST PER VEHICLE	TOTAL COST	TOTAL BUDGETED
Not Applicable			\$ -	
			\$ -	
			\$ -	
			\$ -	
			\$ -	
TOTAL:				
JUSTIFICATION/COMMENTS:				

BUDGET JUSTIFICATION - CAPITAL PROJECT DETAILS - NOT APPLICABLE

Period: July 1, 2018 to June 30, 2019

Applicant: Center for Tomorrow's Leaders

FUNDING AMOUNT REQUESTED - NOT APPLICABLE						
TOTAL PROJECT COST	ALL SOURCES OF FUNDS RECEIVED IN PRIOR YEARS		STATE FUNDS REQUESTED	OF FUNDS REQUESTED	FUNDING REQUIRED IN SUCCEEDING YEARS	
	FY: 2016-2017	FY: 2017-2018	FY:2018-2019	FY:2018-2019	FY:2019-2020	FY:2020-2021
PLANS						
LAND ACQUISITION						
DESIGN						
CONSTRUCTION						
EQUIPMENT						
TOTAL:						
JUSTIFICATION/COMMENTS:						

GOVERNMENT CONTRACTS, GRANTS, AND / OR GRANTS IN AID

Applicant: Center for Tomorrow's Leaders

Contracts Total: \$224,623

	CONTRACT DESCRIPTION	EFFECTIVE DATES	AGENCY	GOVERNMENT ENTITY (U.S. / State / Haw / Hon / Kau / Mau)	CONTRACT VALUE
1	City Grant-in-Aid	10/1/16-9/30/17	Department of Community Services	Honolulu County	\$122,123
2	State Grant-in-Aid	7/1/15-6/30/16	Department of Education	State	\$95,000
3	Water Security Grant Award for Student-Led Project	11/15/17-11/15/18	Commission on Water Resource Management	State	\$7,500
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**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.

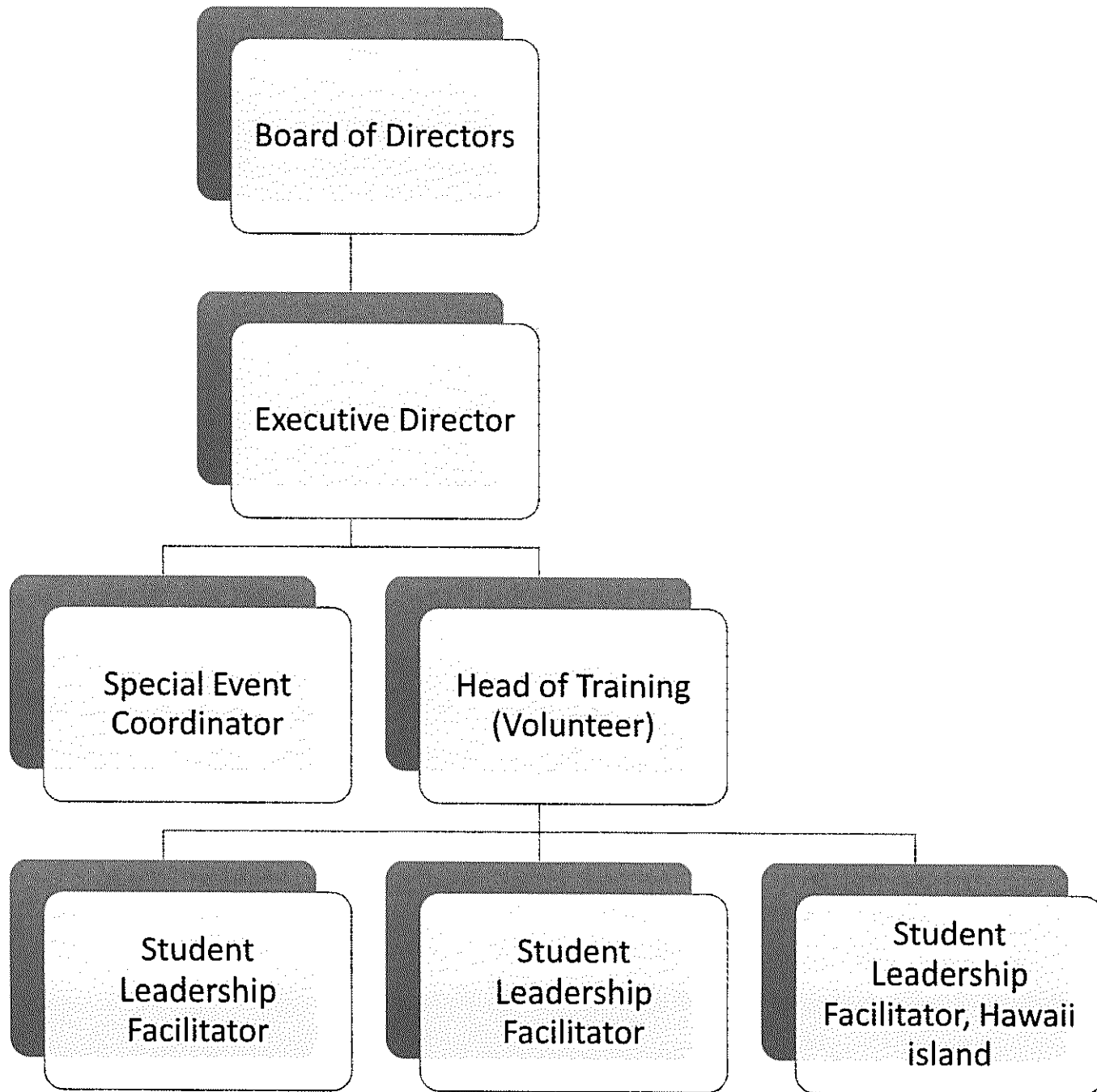
Center for Tomorrow's Leaders
(Typed Name of Individual or Organization)

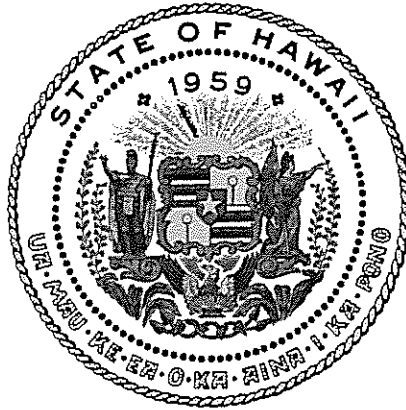


January 17, 2018
(Date)

Katie Chang
(Typed Name)

Executive Director
(Title)





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

CENTER FOR TOMORROW'S LEADERS

was incorporated under the laws of Hawaii on 08/13/2013 ; 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 16, 2018

Director of Commerce and Consumer Affairs