

House District(s) All
Senate District(s) All

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:
Design Thinking Hawaii

Dbas:

Street Address: 1340 Ainapua Street, Honolulu, HI 96819

Mailing Address: 1340 Ainapua Street, Honolulu, HI 96819

2. CONTACT PERSON FOR MATTERS INVOLVING THIS APPLICATION:

Name IAN KITAJIMA

Title President

Phone # (808) 226-8805

Fax # _____

E-mail designthinkinghawaii@gmail.com

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:

PLANNING AND EXECUTION OF DESIGN THINKING BOOTCAMP FOCUSED ON THE ISSUES OF HOMELESSNESS IN OUR STATE. DESIGN THINKING PROVIDES A FRAMEWORK FROM WHICH CORE ISSUES CAN BE IDENTIFIED AND PROTOTYPE PROGRAMS DEVELOPED FOR SHORT-TERM (3 TO 6 MONTHS) PILOTING. THE PROJECT PROPOSES A TWO-DAY BOOTCAMP WHICH WILL INVOLVE STAKEHOLDERS FROM STATEWIDE GOVERNMENT, PRIVATE AND NON-PROFIT ORGANIZATIONS THAT ARE ENGAGED IN ADDRESSING THE HOMELESSNESS ISSUE IN OUR COMMUNITIES. THE PROJECT WILL ALLOW HOMELESS VOICES TO BE HEARD AND CONSIDERED TO DEVELOP NOVEL, GROUNDBREAKING PROTOTYPES TO ADDRESS THE ISSUE.

4. FEDERAL TAX ID #: _____

5. STATE TAX ID #: _____

7. AMOUNT OF STATE FUNDS REQUESTED:

FISCAL YEAR 2019: \$750,000

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 \$750,000

FEDERAL \$ _____

COUNTY \$ _____

PRIVATE/OTHER \$ _____

TYPE NAME & TITLE OF AUTHORIZED REPRESENTATIVE:

IAN KITAJIMA, PRESIDENT
NAME & TITLE

DATE SIGNED

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. X A brief description of the applicant's background;
2. X The goals and objectives related to the request;
3. X The public purpose and need to be served;
4. X Describe the target population to be served; and
5. X Describe the geographic coverage.

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. X Describe the scope of work, tasks and responsibilities;
2. X Provide a projected annual timeline for accomplishing the results or outcomes of the service;
3. X Describe its quality assurance and evaluation plans for the request. Specify how the applicant plans to monitor, evaluate, and improve their results; and
4. X 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.

III. Financial

Budget

1. X 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](#))

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

Quarter 1	Quarter 2	Quarter 3	Quarter 4	Total Grant

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

4. X 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.

5. X 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.

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

IV. Experience and Capability

1. X 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.

2. X 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.

V. Personnel: Project Organization and Staffing

1. X 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.

2. X 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.

3. X 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.

VI. Other

1. X 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.

2. X 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.

3. X 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 1, of the State Constitution for the relevance of this question.

4. X 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.

5. X 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.

6. X Declaration Statement

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

7. X 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](#))

Application for Grants

I. Background and Summary

Design Thinking Hawaii (DTH) was established in 2010 to promote and support the introduction, training, adoption, use, and implementation of the design thinking process in organizations, governmental units, schools, not-for-profits and other corporations. Design Thinking Hawaii (DTH), a Hawaii non-profit corporation exempt under Section 501(c)(3) of the IRS Code, has a history of working with government, education, public, private and non-profit stakeholders in our trainings.

DTH was started through the support of Oceanit and the federally-funded Hawaii Technology Development Venture program in response to the need to understand the needs of stakeholders for technology solutions to “wicked” problems in the U.S. Defense sector and technology industry. Since the initial effort in design thinking in 2009, DTH has conducted over seven Summer Bootcamps and numerous one and two-day introductory workshops. We recently started offering Design Thinking PDE3 training to DOE, independent, and charter school educators. The Summer Bootcamps offered an opportunity to examine crosscutting community problems.

The State of Hawaii Department of Health Developmental Disabilities division is an example of a government group that has been involved in our Summer Bootcamp to enhance employment opportunities for intellectually and developmentally disabled individuals in our community. We have also examined issues related to Environmental Sustainability, Voter Apathy, and expanding educational opportunities through new paradigms for teaching and learning in public, private and charter schools.

Design Thinking is a highly effective approach to involving many stakeholders to solve “wicked problems” and create products or services integrating the variety of needs of these communities. “[Design Thinking] is a discipline that uses the designer’s sensibility and methods to match people’s needs with what is technologically feasible...” *Harvard Business Review, June 2008*. In this process, multiple rough prototypes will be created and tested and revised until the end of the session has one integrated design that the tech team will then begin to create.

Proposal Summary: Utilize a Design Thinking Hawaii (DTH) Aloha, Homelessness. Aloha! (AHA!) Initiative Bootcamp model to initiate a new paradigm for dealing with homelessness through a novel approach which focuses on partnership and collaboration via the following statement:

How Might We enable homeless individuals to become assets to our communities and enhance their social and economic condition in the Aloha State.

This GIA request provides funding to examine the issue of homelessness in Hawaii with a fresh approach involving:

1. Planning, engagement of stakeholders, and execution of a two-day intensive bootcamp focused on using design thinking to tackle the issue of homelessness in the community;
2. Engagement of non-profit organizations with government sponsors to implement prototypes developed by participants at the bootcamp over three to six months; and
3. Continued engagement of stakeholders groups to enhance the potential for successful pilot programs and support for continued operation of the pilot programs.

The issue of homelessness has an impact on all citizens of the State of Hawaii in all geographical locations in the state. The proposed effort will have a statewide reach with each island having representation at the Bootcamp, and pilot projects that will be located on all major islands. The target population includes homeless and homeless advocates but also government, non-profit, and private organizations.

II. Service Summary and Outcomes

Scope of Work, Tasks, and Responsible Parties

Participants in the AHA! Initiative Bootcamp will collaborate in small multidisciplinary teams to solve a hands-on customized innovation challenge based on a “How Might We” statement. The workshop is built upon learning by doing and reflection as they tackle the challenge. Stanford University’s The Hasso Plattner Institute of Design’s five-step process (empathy, define, ideate, prototype, feedback) will be used in the workshop.

The DTH Bootcamp attendees come from various sectors of the Hawaii community. We are hopeful that many will participate in this endeavor. Homelessness has an impact on everyone either directly or indirectly, and reactions are typically very negative. Frustration at “mainland-based” solution failures or false starts is high among Hawaii citizens. A sustainable solution continues to evade our political, business, and government leaders. The “Aloha, Homelessness. Aloha!” (AHA!) Initiative will focus on this “wicked” problem. Attendees will utilize the design thinking process and gain empathy from government officials, service providers, business leaders, homeless advocates, and the homeless themselves (through video/audio taping or in-person as appropriate). The two-day workshop will result in prototypes that will be piloted in the community.

Task 1 - Prior to the Bootcamp, establish steering and planning committees representing government, service providers, homeless advocates, and other key stakeholders to support proper engagement of funders, program participants, interviewees, and testers. (Months 1 to 3)

Task 2 - During the Bootcamp, attendees will go through the design thinking process and develop prototype initiatives/programs. DTH volunteers will serve as “guides” through the process. (End of Month 3)

Task 3 - Non-profit service providers will then be engaged to “bid” on funding to implement 3-6 month pilot programs based on the selected Bootcamp prototypes. (Month 4 with pilot starts in Month 5 or 6).

Task 4 – Grants administration, Reporting, Oversight of Pilot Programs, and Final Reporting. (Months 1 through 12).

Quality Assurance, Evaluation Plans, and Measures of Effectiveness

Quality Assurance and Evaluation Plans. Continuous feedback and revision is an integral part of the design and development process outlined in the scope of work, so the project will have significant qualitative data on the tool effectiveness and performance. This is an integral part of the community based design process in that the committees. Feedback in the forms of surveys, incrementally submitted suggestions, and oral feedback during committee sessions will be captured.

Key metrics to evaluate the pilot programs will be proposed by the selected non-profit organizations and government agency partner. The steering committee will approve the metrics for each project and review project progress through the metrics.

Evaluation Plans. Survey based feedback is a key part of the design and development process, but additional measures will be used on an ongoing basis to assess the development and use of the tool.

Measures of Effectiveness. These Measures of Effectiveness are relevant in the areas of community engagement in fulfilling deliverables of this project within the proposed timeline. These measures are broken up by quarter. The overall Measure of Effectiveness and fulfillment of the grant objectives is simply the execution of the Bootcamp and establishment of each pilot project.

Q1. The Design Thinking Hawaii AHA! Bootcamp is executed with a diverse representation from various stakeholder groups of around 150 participants.

Q2. Pilot project metrics are established and approved, and pilot projects initiated.

Q3. Pilot projects are completed with final reporting on metrics and lessons learned.

Q4. Pilot programs are adopted by government agencies and non-profit organization for ongoing execution.

III. Financial**Budget**

1. All budget forms are enclosed and details the project expenses.
2. 2018-2019 GIA Budget Request by Quarters

Quarter 1	Quarter 2	Quarter 3	Quarter 4	Total Grant
\$125,000.00	\$125,000.00	\$250,000.00	\$250,000.00	\$750,000.00

This is a new project and has no sources of federal, state, and county government contracts or grants for this program. Consideration will be to charge a nominal registration fee for participation in the Bootcamp by businesses and non-State agencies to offset any direct costs for the Bootcamp in order to maximize the opportunity to implement pilot projects.

3. Design Thinking Hawaii's balance sheet.

Design Thinking Hawaii**Balance Sheet****As of 12-31-201X****Assets****Current Assets**

	FYE <u>2013</u>	FYE <u>2014</u>	FYE <u>2015</u>	FYE <u>2016</u>	FYE <u>2017</u>
Cash - FHB	\$ 140,313.35	\$ 64,313.35	\$ 35,058.10	\$ 574.91	\$ 5,478.15
Accounts Receivable					
Inventory					
Pre-paid Expenses	\$ 37,124.17	\$ -	\$ 1,740.40	\$ -	\$ -
Other					
Total Current Assets	\$ 177,437.52	\$ 64,313.35	\$ 36,798.50	\$ 574.91	\$ 5,478.15

Fixed Assets**Furniture & Equipment**

Leasehold

Improvements

Accumulated

Depreciation

Total Fixed Assets	\$ -	\$ -	\$ -	\$ -	\$ -
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Other Assets

Other

Total Other Assets	\$ -	\$ -	\$ -	\$ -	\$ -
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TOTAL ASSETS	\$ 177,437.52	\$ 64,313.35	\$ 36,798.50	\$ 574.91	\$ 5,478.15
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Liabilities**Current Liabilities**

Accounts Payable
 Accrued Salaries &
 Wages
 Other

Total Current Liabilities	\$	-	\$	-	\$	-	\$	-	\$	-
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Long-term Liabilities

Loans

Total Long-term

Liabilities	\$	-	\$	-	\$	-	\$	-	\$	-
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Unrestricted Fund

Balance	\$	140,313.35	\$	64,313.35	\$	35,058.10	\$	574.91	\$	5,478.15
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Restricted Fund Balance	\$	37,124.17	\$	-	\$	1,740.40	\$	-	\$	-
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TOTAL LIABILITIES	\$	177,437.52	\$	64,313.35	\$	36,798.50	\$	574.91	\$	5,478.15
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IV. Experience and Capability**A. Necessary Skills and Experience**

The Design Thinking approach is an ideal methodology to bring together a diverse group of stakeholders to create a tool that is beneficial and useful to many segments of the community. Design Thinking Hawaii (DTH) has championed the introduction and use of this process in Hawaii. Since it began 6 years ago, DTH has taught 6 major training boot camps and facilitated over 100 workshops with a variety of companies, organizations, and agencies. One of the first to employ this process for strategic planning was the Superintendent of the Hawaii State Board of Education, Kathy Matayoshi, and now numerous State Departments and Divisions have worked with DTH to use the Design Thinking process. DTH has also assisted companies, organizations, and communities in addressing multi-faceted challenges and finding innovative solutions.

B. Facilities

There is no central office, so project volunteers and DTH will work out of their individual offices and rely mainly on digital communications and conferencing tools, with occasional in-person meetings. Meeting space will be rented for larger meetings. Most of the work will be by independent contractors and requires no facilities use as a part of this GIA request.

V. Personnel: Project Organization and Staffing

A. Proposed Staffing, Staff Qualifications, Supervision and Training

Design Thinking Hawaii will implement the GIA and ensure compliance and timely reporting to the expending agency. DTH is responsible for the overall administration of the grant, and The Institute is responsible for programmatic administration of the grant. DTH will also provide its expertise for the planning, coordination, and facilitation of the Design Thinking Workshop and provide ongoing oversight of the pilot projects. DTH's staff is experienced in managing Hawaii State GIAs and working with numerous State government agencies and Federal government agencies.

Design Thinking Hawaii (DTH) will provide grant administration and project oversight. DTH will support the development of all aspects of project work involving the design thinking process, and support the programmatic efforts of The Institute and SHYLL.

B. Organization Chart

Design Thinking Hawaii has a president and administrator as staff with the president serving the organization pro bono. A five-person Board of Directors provides oversight over the operations. The flat organization staffed by volunteers and an independent contractor keep overhead to a minimum, and ensures focus on organization and projects objectives.

C. Compensation

DTH Administrator – 2017 independent contractor compensation - \$81,000.

VI. Other

A. Litigation

DTH has no pending litigation.

B. Licensure or Accreditation

There are no Licensure of Accreditation requirements under this grant opportunity.

C. Private Educational Institutions

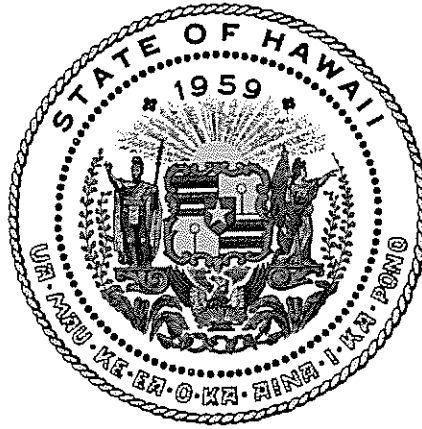
This project is independent of any educational institutions.

D. Future Sustainability Plan

DTH will reach out to the local community to garner support for this project to continue operation of successful pilot programs. It is hoped that successful pilot projects will be adopted by government agencies for continued operations.

E. Certificate of Good Standing

A Certificate of Good Standing from the Department of Commerce and Consumer Affairs dated January 7, 2018.



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

DESIGN THINKING HAWAII

was incorporated under the laws of Hawaii on 04/29/2013 ; 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 07, 2018

Director of Commerce and Consumer Affairs



BUDGET REQUEST BY SOURCE OF FUNDS

Period: July 1, 2018 to June 30, 2019

Applicant: Design Thinking Hawaii

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	0			
2. Insurance	2,500			
3. Lease/Rental of Equipment	0			
4. Facilities Rental including Meals	30,000			
5. Volunteer Training	7,500			
6. Materials & Supplies including Printing	10,000			
7. Telecommunication	0			
8. Utilities	0			
9. Bootcamp Planning & Facilitation	80,000			
10. Prototype Pilots	500,000			
11. Grants Administration & Pilot Oversight	120,000			
12.				
13.				
14.				
15.				
16.				
17.				
18.				
19.				
20.				
TOTAL OTHER CURRENT EXPENSES	750,000			
C. EQUIPMENT PURCHASES	0			
D. MOTOR VEHICLE PURCHASES	0			
E. CAPITAL	0			
TOTAL (A+B+C+D+E)	750,000			
SOURCES OF FUNDING		Budget Prepared By:		
(a) Total State Funds Requested	750,000	Keith Matsumoto, Administrator (808) 258-9209		
(b) Total Federal Funds Requested		Name (Please type or print) Phone		
(c) Total County Funds Requested		Signature of Authorized Official Date		
(d) Total Private/Other Funds Requested		Ian Kitajima, President		
TOTAL BUDGET	750,000	Name and Title (Please type or print)		

BUDGET JUSTIFICATION - PERSONNEL SALARIES AND WAGES

Period: July 1, 2018 to June 30, 2019

Applicant: Design Thinking Hawaii

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

BUDGET JUSTIFICATION - EQUIPMENT AND MOTOR VEHICLES

Period: July 1, 2018 to June 30, 2019

Applicant: Design Thinking Hawaii

DESCRIPTION EQUIPMENT	NO. OF ITEMS	COST PER ITEM	TOTAL COST	TOTAL BUDGETED
None			\$ -	
			\$ -	
			\$ -	
			\$ -	
			\$ -	
TOTAL:				
JUSTIFICATION/COMMENTS:				

DESCRIPTION OF MOTOR VEHICLE	NO. OF VEHICLES	COST PER VEHICLE	TOTAL COST	TOTAL BUDGETED
None			\$ -	
			\$ -	
			\$ -	
			\$ -	
			\$ -	
TOTAL:				
JUSTIFICATION/COMMENTS:				

BUDGET JUSTIFICATION - CAPITAL PROJECT DETAILS

Period: July 1, 2018 to June 30, 2019

Applicant: Design Thinking 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: 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: Design Thinking Hawaii

Contracts Total: 175,000

	CONTRACT DESCRIPTION	EFFECTIVE DATES	AGENCY	GOVERNMENT ENTITY (U.S. / State / Haw / Hon / Kau / Mau)	CONTRACT VALUE
1	Sustainability App	TBD	DBED&T	State	175,000
2					
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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.

DESIGN THINKING HAWAII
(Typed Name of Individual or Organization)



(Date)

Ian Kitajima
(Typed Name)

President
(Title)