

**THE THIRTIETH LEGISLATURE
APPLICATION FOR GRANTS
CHAPTER 42F, HAWAII REVISED STATUTES**

Type of Grant Request:

Operating Capital

Legal Name of Requesting Organization or Individual: Db:

ALU LIKE, Inc.

Amount of State Funds Requested: \$ 134,559

Brief Description of Request (Please attach word document to back of page if extra space is needed):
ALU LIKE, Inc. proposes to facilitate school retention, degree attainment, and graduation rates for students within CTE and STEM disciplines at Kapi'olani Community College and Leeward Community College, and to encourage economic advancement among students through professional development and networking opportunities in their STEM/CTE career fields.

Amount of Other Funds Available:

State: \$ _____
Federal: \$ _____
County: \$ _____
Private/Other: \$ _____

Total amount of State Grants Received in the Past 5 Fiscal Years:

\$ 3,348,582 (cumulative FY15-FY19)

Unrestricted Assets:

\$ 450,507

New Service (Presently Does Not Exist): Existing Service (Presently in Operation):

Type of Business Entity:

501(C)(3) Non Profit Corporation
 Other Non Profit
 Other

Mailing Address:

2969 Mapunapuna Pl. #200

City: Honolulu State: HI Zip: 96819

Contact Person for Matters Involving this Application

Name:
Mervina Cash-Ka'eo

Title:
Chief Executive Officer

Email:
mecashk@alulike.org

Phone:
(808)535-6700

Federal Tax ID#:
[REDACTED]

State Tax ID#
[REDACTED]

Mervina K.M. Cash-Ka'eo
Authorized Signature

Mervina Cash-Ka'eo, Chief Executive Officer

Name and Title

11/15/19

Date Signed

received
11/15/19 2:40 pm [Signature]

Application Submittal Checklist

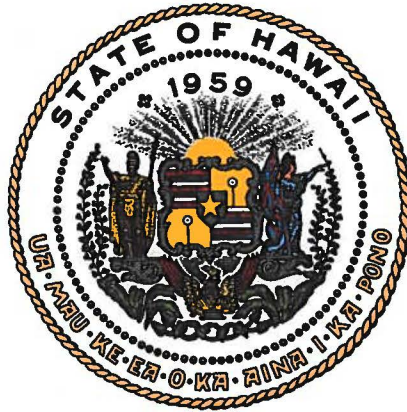
The following items are required for submittal of the grant application. Please verify and check off that the items have been included in the application packet.

- 1) Certificate of Good Standing (If the Applicant is an Organization)
- 2) Declaration Statement
- 3) Verify that grant shall be used for a public purpose
- 4) Background and Summary
- 5) Service Summary and Outcomes
- 6) Budget
 - 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](#))
- 7) Experience and Capability
- 8) Personnel: Project Organization and Staffing

Mervina K. M. Gilkoo
AUTHORIZED SIGNATURE

Mervina Cash-Ka'eo
Chief Executive Officer
PRINT NAME AND TITLE

11/15/19
DATE



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

ALU LIKE, INC.

was incorporated under the laws of Hawaii on 12/24/1974 ;
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 09, 2019

Director of Commerce and Consumer Affairs



**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.

ALU LIKE, Inc.
(Typed Name of Individual or Organization)

Mervina K.M. Cash-Kaeo 1/14/19
(Signature) (Date)

Mervina K.M.Cash-Kaeo President/CEO
(Typed Name) (Title)



**STATE OF HAWAII
STATE PROCUREMENT OFFICE**

CERTIFICATE OF VENDOR COMPLIANCE

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

Vendor Name: ALU LIKE, INC.

DBA/Trade Name: ALU LIKE, INC.

Issue Date: 10/25/2018

Status: Compliant

Hawaii Tax#: W20102798-01
New Hawaii Tax#:
FEIN/SSN#: XX-XXX1095
UI#: XXXXXX8547
DCCA FILE#: 27859

Status of Compliance for this Vendor on issue date:

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

Status Legend:

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



DECLARATION OF PUBLIC PURPOSE

ALU LIKE, Inc. certifies that this 2019 Grant in Aid Request meets the public purpose requirements under H.R.S. §42F-102. The following information is the basis for our declaration of certification:

- (1) The name of the requesting organization:

ALU LIKE, Inc.

- (2) The public purpose for the grant or subsidy:

To improve community college student success through program retention and degree completion, which will increase economic capability and improve society as a whole.

- (3) The services to be supported by the grant or subsidy;

To provide students at Leeward and Kapi'olani Community Colleges with vital retention efforts and support for successful program completion. This program would also provide stipend support for community college students **statewide** for unpaid internships that further students' academic and career goals.

- (4) The target group; and

With an emphasis on Native Hawaiians, available to community college students statewide

- (5) The cost of the grant or subsidy and the budget.

ALU LIKE, Inc. is requesting \$134,559 for this grant.

The undersigned authorized representative certifies that this statement is true and correct to the best of the applicant's knowledge.

ALU LIKE, Inc.

(Typed Name of the Individual or Organization)

Melurua K M Cui Kaed

(Signature)

1/14/19

(Date)

Application for Grants

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

I. Certification – Please attach immediately after cover page

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

-Please see attached

2. Declaration Statement

-Please see attached

3. Public Purpose

-Please see attached

II. Background and Summary

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

Founded in 1975, ALU LIKE, Inc. is a *statewide*, private, non-profit, multi-service, Native Hawaiian serving organization, in its 43rd year. The name ALU LIKE means, “working together,” and its purpose is “to raise the economic, educational and social levels of underprivileged residents of the Hawaiian community,” which is accomplished through its mission “to *kōkua* (assist) Hawaiian natives who are committed to achieving their potential for themselves, their families and communities.” It is governed by a six member volunteer Board of Directors, who are representative of each island or district. The board is responsible for establishing organizational policies and has ultimate fiduciary responsibility.

As a whole, ALU LIKE annually administers approximately \$11.4 million (2017 Audit Report) in federal, state, county, and private grants in projects focused on services in the areas of employment and job training, family literacy, financial literacy, at-risk youth prevention and intervention services, comprehensive elder services, as well as STEM and career and technical

education (CTE).

ALU LIKE, Inc. ensures high quality programs and services in Career and Technical Education in particular as they have administered the Native Hawaiian Career and Technical Education Program for 32 years (NHCTEP). Its function is to provide an overarching framework from the Native Hawaiian perspective, to advocate, sponsor, and guide the shape, types, and initiatives of community-based projects. These projects expand and enhance participant activities and are grounded in best practices to make career and technical education at high schools, community colleges, and adult training programs more effective for Native Hawaiian students.

ALU LIKE's role has been as a consortium leader for its projects, working together to shape new expansions of services and serving as sounding board for continual improvements in the use of culture-based educational strategies. The consortium model is aimed to address the academic gap in Hawaiian students' written communication and math skills, which affect their ability to successfully enroll and complete post-secondary education, as indicated by the Hawaii Data eXchange Partnership. ALU LIKE, Inc.'s consortium partners benefit from concerted efforts to increase industry-related technical skill, better link students to practice experiences, and build the bridges for successful transitions to the workforce, college, higher degrees, and economic self-sufficiency through occupations in sustainable and emerging careers in our global economy.

In just the past five years, the ALU LIKE, Inc. NHCTEP Consortium has served over 1,500 unduplicated students, assisted in helping over 900 students obtain industry recognized certifications and degrees, and an average 90% internship completion success rate.

ALU LIKE, Inc. supports all its consortium partners through ongoing technical assistance,

monitoring and collaborative solution support, as well as cultural and professional development activities throughout the program year. The design and purpose of the consortium serves to elevate all programs together in order to improve sharing of effective methods (such as recruitment and retention techniques), express challenges in a supportive environment, and strive for continuous improvement through interactive partnerships and concerted approach. The consortium currently consists of Castle High School, Honolulu Community College, Kanehunamoku Voyaging Academy, Kauai Community College, Marimed Foundation, and Windward Community College. The goal of this program would be to incorporate Leeward and Kapi’olani Community Colleges into the NHCTEP Consortium, providing students at these institutions with vital retention efforts and support for successful program completion. This program would also provide stipend support for community college students statewide for unpaid internships that further students’ academic and career goals.

2. The goals and objectives related to the request;

GOALS	OBJECTIVES
Facilitate school retention, degree attainment, and graduation rates for students within CTE and STEM disciplines	Provide student support services and integral cultural experiences for 40 students at 2 community colleges
	Achieve 85% student course completion, and 90% degree attainment
Encourage economic advancement through professional development and networking opportunities	Provide access to professional development opportunities for 12 students and community college instructors/student support staff

	Provide internship stipend support for <u>unpaid</u> student internships for up to 50 students statewide
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3. The public purpose and need to be served;

Despite their representation, Native Hawaiian students at community colleges statewide have not demonstrated the same academic achievements as their non-Hawaiian peers in several areas:

- Course Completion Rate
- Retention Rate
- Graduation Rate
- Limited Opportunities for Practice-Based Learning
- Limited Exposure to Emerging and High-Wage Career Pathways
- Low Self-Sufficiency Income Standards

Reports have outlined the social inequalities and hardships faced in Native Hawaiian communities and ‘ohana (families) due to low incomes and disparity between the economic status of Native Hawaiians and other Hawaii residents (Hostetter 2014). Native Hawaiian households have the lowest mean income compared to all major ethnic groups in the State of Hawaii. This is compounded by the fact that Native Hawaiian youth and young adults who are neither enrolled in school nor employed in the workforce are at a higher percentage compared to all other ethnic groups in Hawaii. (Ka Huaka‘i, 2014). There is a need to improve the economic self-sufficiency, and a successful education is one powerful tool in this process. Current research advocates for collaborative approaches in order to amplify the impact of individual programs, in

turn, generating broad, positive change in the future. (Hong, 2011). Investments made toward education and postsecondary options will provide building blocks that can support Native Hawaiians toward improved levels of self-sufficiency. Specifically, careers in CTE and STEM-related fields offer more lucrative employment opportunities and can serve as a springboard for Native Hawaiian youth and young adults toward economic self-sufficiency.

To address these needs, ALU LIKE, Inc. is proposing to integrate Kapi‘olani Community College and Leeward Community College into the ALU LIKE, Inc. NHCTEP Consortium. In joining the consortium, these schools would be able to benefit from the innovative guidance and support services coupled with cultural activities to improve course completion rates, retention, and ultimately certificate/degree attainment among the Native Hawaiian students. Moreover, NHCTEP would like to extend specific student support services to community college students statewide, through targeted unpaid-internship stipend support. In this way ALU LIKE, Inc. will be able to facilitate student retention and course completion, and the accompanying economic advancement that comes with degree attainment and professional development opportunity.

3. Describe the target population to be served

The target population for all ALU LIKE, Inc. programs are primarily Native Hawaiians; however, ALU LIKE, Inc. also serves Native Americans and Alaskan Native descendants, as well as persons of high economic need (qualifying for TANF benefits). This program will target Native Hawaiian students statewide; however, if resources are not fully utilized by the target population, the program will be available to non-Native Hawaiian students similar to other ALU LIKE, Inc. programs and services.

4. Describe the geographic coverage.

This program will primarily provide support on the island of Oahu at Kapi‘olani and Leeward Community Colleges; however, the stipend support for unpaid student internships will be available to community college students statewide.

III. Service Summary and Outcomes

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

ALU LIKE, Inc. specialists will work with counseling staff and Native Hawaiian programs staff at Kapi‘olani Community College and Leeward Community College to identify and recruit students in need of retention and course completion support. The program will successfully address the needs of the target population by implementing the following activities:

Activity	ALU LIKE, Inc. Deliverables
<p>Advising and Counseling <i>Outcome: Students will maintain progress towards course completion towards goal of degree attainment</i></p>	<ul style="list-style-type: none"> • Provide personalized, one-on-one counseling including academic advising, orientations, and mid-semester checks • Recognize students’ academic excellence and provide support for enrollment in academic honor societies • Provide leadership opportunities
<p>College Development <i>Outcome: Students will develop life and college skills to support academic achievement</i></p>	<ul style="list-style-type: none"> • Guide students in clearly identifying their definition of personal success • Help students identify college resources and campus services to support their academic growth • Direct students to campus resource workshops such as: math success; writing skills; time management; self-advocacy;

Activity	ALU LIKE, Inc. Deliverables
	<p>strategies for success; scholarships and financial aid; college expectations; and study/note-taking and test-taking skills</p>
<p>Career Development <i>Outcome: Students will develop life and career skills to prepare for the workforce</i></p>	<ul style="list-style-type: none"> • Guide students to explore and clarify personal and career goals through career assessments • Assist students in researching career opportunities (e.g., career trends, educational training and certification requirements, expected wages, and advancement) • Coordinate employability skills workshops such as: writing a resume and cover letter, interviewing skills, mock interviews, networking, and professional etiquette
<p>Workforce Professional Development <i>Outcome: Students will participate in professional development opportunities, including technical training relevant to CTE and STEM training</i></p>	<ul style="list-style-type: none"> • Provide support in identifying opportunities for professional development • Provide financial support to attend professional development workshops, major-specific conferences, certification and licensure training, and to join professional memberships that provide opportunities for networking and skills development • Provide stipend support for unpaid internships that advance student knowledge and job readiness skills

Activity	ALU LIKE, Inc. Deliverables
<p>Cultural Identity</p> <p><i>Outcome: Students will be supported in their cultural identity</i></p>	<ul style="list-style-type: none"> • Provide opportunities to learn more about traditional cultural practices • Demonstrate the importance of being culturally grounded in supporting academic and career success

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

	#	Project Task	Start	End	Jul '19	Aug '19	Sep '19	Oct '19	Nov '19	Dec '19	Jan '20	Feb '20	Mar '20	Apr '20	May '20	Jun '20	
ALU LIKE, Inc	1	Coordinate with KCC and LCC counseling staff	Jul '19	Jun '20	[Blue shaded]												
	2	Recruitment and Initial Advising	Aug '19	Feb '20		[Blue shaded]						[Blue shaded]					
	3	Ongoing Counseling / Advising	Nov '19	May '20					[Blue shaded]		[Blue shaded]		[Blue shaded]			[Blue shaded]	
	4	College Development Opportunities	Nov '19	Apr '20					[Blue shaded]								
	5	Career Development Opportunities	Nov '19	Apr '20					[Blue shaded]								
	6	Workforce/Professional Development Opportunities	Mar '20	Jun '20									[Blue shaded]				
	7	Cultural Workshops	Oct '19	Feb '20				[Blue shaded]					[Blue shaded]				
	8	Issuance of Stipends	Dec '19	Jun '20							[Blue shaded]						[Blue shaded]

3. Describe its quality assurance and evaluation plans for the request.

ALU LIKE, Inc. specialists will oversee all aspects of the program, collaborating with community college staff and maintaining all data records for quarterly reporting requirements.

Measurement Criterion	Performance Indicators	Data Collection
Student Performance Outcomes		
Total number of community college students served	Students participating in services during the program year	Intake forms Student database
Rate (Number and Percentage) of participants who complete General and Vocational Education coursework	Participants pass General and Vocational Education courses with a C or higher	Student transcripts Mid-semester grade checks
Rate (Number and Percentage) of participants who successfully complete the number of credits enrolled in	Credit completion ratio (number of credits completed/attempted)	Student transcripts
Rate (Number and Percentage) of eligible participants who complete internships	Completion of work experience (number who begin and complete)	Internship timesheets signed by supervisors
Rate (Number and Percentage) of participants who complete their educational objective/graduate	Graduation (degree/certificate completion)	Student transcripts
Quality Delivery of Services		
Professional Development for Faculty and Staff		
Increase in community college staff development opportunities	Number of opportunities attended	Database of professional development opportunities
Increase staff participation	Number of staff participants	Post professional-development reports

4. List the measure(s) of effectiveness that will be reported to the State agency

Outcomes	Targets		
	Raw No.	Ratio	%
Serve 40 community college students enrolled in CTE and STEM programs each year	40		
Students enrolled in general education courses will pass with a grade of C or better		34/40	85
Students enrolled in vocational education courses will pass with a grade of C or better		36/40	90
Students eligible for degree attainment will graduate on-time		36/40	90
Professional Development opportunities for 12 students and community college staff	12		
Internships stipend support for <u>unpaid</u> student internships for 50 students statewide	50		

IV. 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: attached below
 - b. Personnel salaries and wages: attached below
 - c. Equipment and motor vehicles: Not Applicable

- d. Capital project details: Not Applicable
- e. Government contracts, grants, and grants in aid: Not applicable for this program as not utilizing other funding for this specific program.

2. The applicant shall provide its anticipated quarterly funding requests for the fiscal year 2020.

Quarter 1	Quarter 2	Quarter 3	Quarter 4	Total Grant
\$24,895	\$33,644	\$31,260	\$44,760	\$134,559

3. The applicant shall provide a listing of all other sources of funding that they are seeking for fiscal year 2020.

ALU LIKE, Inc. intends to apply for continuing funding with the Federal Department of Labor, Federal Department of Education, as well as the Administration for Native Americans.

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.

Not Applicable

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 2020 for program funding.

The following are grants ALU LIKE, Inc. is receiving that are current and awarded through 2020.

	GRANT TITLE	EFFECTIVE DATES	AGENCY	GOVERNMENT ENTITY	CONTRACT VALUE
1	Native Hawaiian Career and Tech Education	09/01/2018 - 08/31/2021	Dept of Education	Federal	\$1,713,523 /year pending performance and availability of funds
2	Older Americans Act Title VI	04/01/2017 - 03/31/2020	Dept of Health and Human Services	Federal	\$1,573,110 pending yearly performance and availability of funds
3	RCUH-CDS	10/1/2017 - 9/30/2020	Dept. of Education	State	\$330,000 total contract (\$100,000 in 2019-2020)
4	Alcohol and Drug Abuse Division	7/1/2016 - 6/30/2019	Department of Health	State	\$930,000 total 3year contract
	Office of Youth Services	7/1/2017 - 6/30/2020	Department of Health	State	\$147,750 total contract

6. The applicant shall provide the balance of its unrestricted current assets as of December 31, 2018.

\$450,507

V. Experience and Capability

1. Necessary Skills and Experience

ALU LIKE, Inc. has over 32 years' experience in administering federally funded Career and Technical Education program and services. In fiscal year 2018 ALU LIKE, Inc. completed a 5-year grant cycle which included community college student support programs, and was awarded new 3-year grant cycle community college grants as well (for Honolulu, Kauai, and Windward Community Colleges). In just the past five years, the ALU LIKE, Inc. NHCTEP Consortium has served over 1,500 unduplicated students, assisted in helping over 900 students obtain industry recognized certifications and degrees, and an average 90% internship completion success rate.

The ALU LIKE, Inc. Native Hawaiian Career and Technical Education Consortium supports its partners through ongoing technical assistance, monitoring and collaborative solution support, as well as cultural and professional development activities throughout the program year. The design and purpose of the consortium serves to elevate all programs together in order to improve sharing of effective methods (such as recruitment and retention techniques), express challenges in a supportive environment, and strive for continuous improvement through interactive partnerships and concerted approach.

2. Facilities

ALU LIKE, Inc. program staff will be located in current facility space in the Mapunapuna central office, consisting of 2 cubicle spaces, 2 offices, as well as shared common areas. Program specialists will travel as needed to community colleges to coordinate with college staff and ensure student support services and deliverables. College staff facilities are currently

provided by the campuses themselves. ALU LIKE, Inc. staff will utilize available common areas for student support programming in coordination with campus staff.

VI. Personnel: Project Organization and Staffing

1. Proposed Staffing, Staff Qualifications, Supervision and Training

Two ALU LIKE, Inc. Specialists will partner with Native Hawaiian counselors at Kapi‘olani Community College and Leeward Community College to encourage students in Career and Technical Education programs at the colleges to participate on internships and to contact ALU LIKE, Inc. to receive a stipend for their unpaid internships. ALU LIKE Specialists will also work with counselors to encourage student participation at local and national professional conferences in their CTE fields to foster professionalism and career contacts at home and abroad.

ALU LIKE’s Ka Ipu Ka‘eo Department Director will provide strategic oversight of the project, and the department’s administrative assistant will provide fiscal support for reporting and purchasing.

Key Personnel Time Commitments		
Name	Position/Title and role in project activities	% requested of 1.0 FTE employees
Alfred Moreno	Director– Program administration and the Grant’s Principal Investigator	16%
Mary Segura	Specialist VI – (Consortium-Curriculum-Training) Administers and monitors comprehensive multi-level public and private grant contracts, conducts research, and provides short-and-long-range consortium planning.	25%
Melissa Rietfors	Specialist VI – (Implementation & Research/Development) Monitors and evaluates comprehensive multi-level projects, leads and controls internal/external NCHTEP’s evaluation processes.	25%
Mildred Kong	Administrative Assistant IV, (Fiscal, Data Assistant): monitors and maintains budgets, fiscal reporting, and participant data.	25%

Quality of Program Director:		
Name	Title	Qualifications Related to the Position in the Project
Alfred Moreno	Director, Native Hawaiian CTE Programs	Leadership roles as middle and senior management positions in educational settings, such as special projects director, including vocational education and regional occupational programs, principal at elementary and secondary school levels, assistant superintendent of curriculum and instruction, and various teaching positions, one of which was with the careers department.
Industry Certifications, Certificates, Degrees (Type & Field): Masters in Education Administration, Pepperdine University – Los Angeles Bachelors in Business Administration, California State University- Fullerton Member, National Association, Advance CTE, Member, Association for Career and Technical Education ALU LIKE, Inc. Director: 1984 through present		No. of Years Practicing in Field: 46+ years

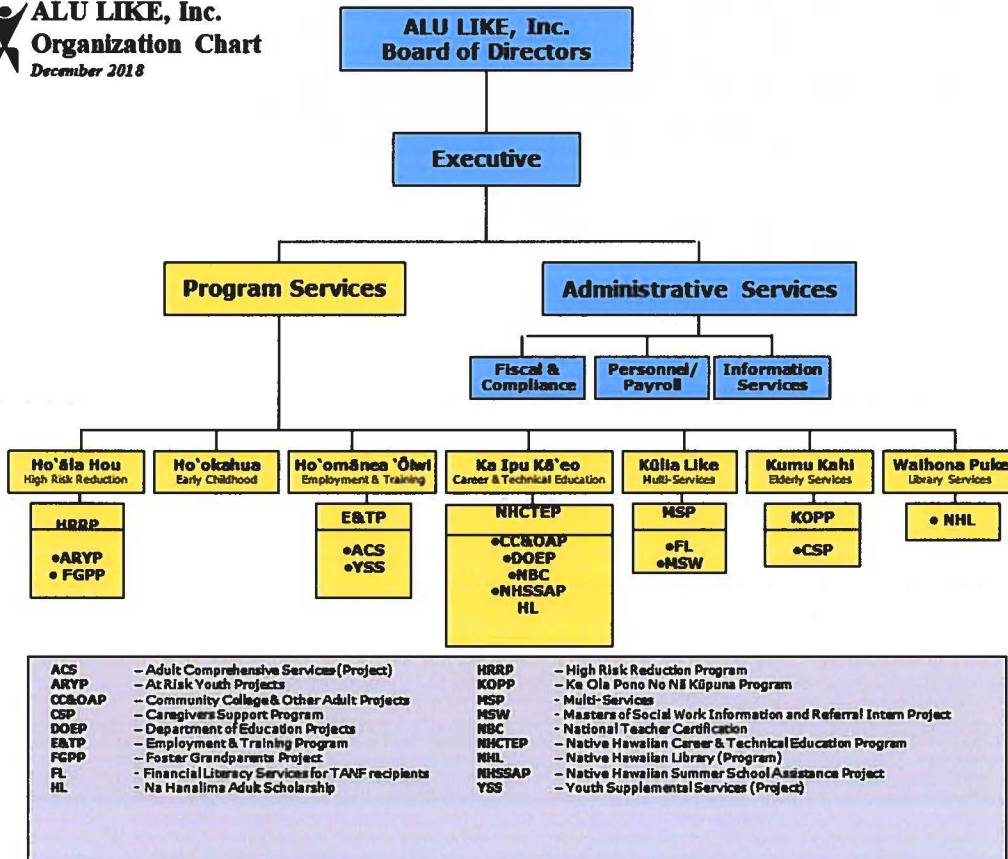
Quality of Key Personnel:		
Name or Position	Title	Unique Qualifications Related to the Position in the Project Job Vacancy Duties and Responsibilities
Mary Segura	Specialist VI Native Hawaiian CTE Programs	The responsibilities of the Specialist VI (Consortium, Curriculum, & Training) are professional/technical tasks for a Project, Department, or Administrative Services Office requiring a Masters Degree level of expertise. This position administers comprehensive, multi-level career and technical education (CTE) Consortia projects' contracts targeting Native Hawaiian individuals. (Job Description attached)
Industry Certifications, Certificates, Degrees (Type & Field); Institution, Year; professional memberships: Master of Arts in English – University of Hawaii at Manoa. Bachelor of Arts in English – University of Hawaii at Manoa. Assistant Professor of English and Developmental Programs for Employment Training Centers; College language arts teacher and lecturer ALU LIKE, NHCTEP Specialist: 2014 through Present		No. Years Practicing in Field: 27+ years

Quality of Key Personnel:		
Name or Position	Title	Unique Qualifications Related to the Position in the Project Job Vacancy Duties and Responsibilities
Melissa Rietfors An applicant	Specialist VI Native Hawaiian CTE Programs	The responsibilities of the Specialist VI (Implementation and Research/Development) requires a Master's Degree level of expertise to ensure grant program implementation and research/development department-wide and compliance with associated agencies -Monitors and evaluates comprehensive, multi-level projects targeting Native Hawaiian individuals. Leads and controls internal and external NHCTEP's evaluation processes. (Job Description attached)

<p>Industry Certifications, Certificates, Degrees (Type & Field); Institution, Year; professional memberships: Masters of Science: Marine Science – Hawaii Pacific University. Bachelor of Science: Biology, Minor Biotechnology – University of Southern California. Curriculum Development Specialist, Science Curriculum Specialist, and Research Assistant-Finfish Department ALU LIKE, NHCTEP Specialist: 2014 through present</p>	<p>No. of Years in Field: 12+ years</p>
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Quality of Key Personnel:		
Name or Position	Title	Unique Qualifications Related to the Position in the Project
Mildred Kong	Administrative Assistant IV, (Fiscal, Data Assistant)	Excellent organizational and effective communication skills with all key personnel. Proficient in Excel, MS Word, Microsoft Suite. Demonstrates leadership with extensive program knowledge. Effectively administers project budgets and monitors expenditure reports. Ensures fiscal requirements are met according to guidelines.
<p>Industry Certifications, Certificates, Degrees (Type & Field); Institution, Year; professional memberships AA Degree, University of Hawaii at Windward Community College ALU LIKE, Inc Fiscal Assistant: 1998 through present</p>		<p>No. of Years in Field: 20+ years</p>

2. Organization Chart



3. Compensation

<u>Highest Paid Officer and Directors</u>	<u>Salary Range</u>
Chief Executive Officer	\$100,000 - \$120,000
Personnel Officer	\$60,070 - \$86,501
Department Director	\$51,000 - \$74,160

VII. Other

1. Litigation

There is no pending litigation concerning ALU LIKE, Inc.

2. Licensure or Accreditation

Program Specialists intended to serve this program have over 39 years cumulative experience in education and STEM/CTE focused programming, in addition to the overall structural support provided by ALU LIKE, Inc. as a successful 43-year service organization

3. Private Educational Institutions

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

4. Future Sustainability Plan

The long-term sustainability of this program is a high priority for ALU LIKE, Inc. We will continue to develop our staff and board’s ability to fundraise in order to diversify our revenues. Our funding strategies include building relationship with other foundations, cultivating support from corporate sponsors and individual donors, increasing revenues from special events, and refining our annual appeal process. We are confident we will be able to increase our programmatic and organizational sustainability through a combination of several strategies:

- Strengthening both board and staff’s fundraising capacity through professional development opportunities

- Building and sustaining relationships with other local foundations
- Developing stronger ties to local corporations as well as to small businesses
- Improving and innovating on our special events in order to bring in more revenues
- Evolving our annual mailing campaign through innovative donor-centric communication
- Expanding our individual donor cultivation activities, and
- Exploring earned-income strategies

We believe in a robust fundraising plan combined with an organizational culture of philanthropy for the ongoing support of this program.

Works Cited:

Hawaii Data eXchange Partnership (http://hawaiidxp.org/quick_data/ccri/ccri_demos).

Hong, J. and R. Keahiolalo-Karasuda. 2011. An overview of complementary learning systems. Honolulu, HI: Kamehameha Schools–Research & Evaluation.

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BUDGET REQUEST BY SOURCE OF FUNDS

Period: July 1, 2019 to June 30, 2020

Applicant: ALU LIKE, 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	54,548			
2. Payroll Taxes & Assessments	6,137			
3. Fringe Benefits	5,729			
TOTAL PERSONNEL COST	66,414			
B. OTHER CURRENT EXPENSES				
1. Airfare, Inter-Island	3,136			
2. Ground Transport, Inter-Island	320			
3. Airfare, Out-of-State	4,125			
4. Ground Transport, Out-of-State	375			
5. Per Diem, Out-of-State	1,675			
6. Lodging, Out-of-State	3,600			
7. General Office Supplies	192			
8. Program Student Support Supplies	4,080			
9. Lease/Rental of Space	9,360			
10. Staff Training	1,064			
11. Telecommunication	2,416			
12. Utilities	1,440			
13. Insurance	3,396			
14. Office support services	1,342			
15. Recruitment support materials	250			
17. Negotiated Restricted Indirect cost	8,874			
16. Internship Stipend Support	22,500			
TOTAL OTHER CURRENT EXPENSES	68,145			
C. EQUIPMENT PURCHASES				
D. MOTOR VEHICLE PURCHASES				
E. CAPITAL				
TOTAL (A+B+C+D+E)	134,559			
SOURCES OF FUNDING		Budget Prepared By: Melissa Rietfors		
(a) Total State Funds Requested		Name (Please type or print)		
(b) Total Federal Funds Requested		Phone		
(c) Total County Funds Requested		<i>Mervina K.M. Cash-Kaew</i>		11/15/19
(d) Total Private/Other Funds Requested		Signature of Authorized Official		
		Date		
TOTAL BUDGET	134,559	<i>Mervina K.M. Cash-Kaew, President / CEO</i>		
		Name and Title (Please type or print)		

BUDGET JUSTIFICATION - PERSONNEL SALARIES AND WAGES

Period: July 1, 2019 to June 30, 2020

Applicant: ALU LIKE, Inc.

POSITION TITLE	FULL TIME EQUIVALENT	ANNUAL SALARY A	% OF TIME ALLOCATED TO GRANT REQUEST B	TOTAL STATE FUNDS REQUESTED (A x B)
Program Director	1	\$80,208.00	16.00%	\$ 12,833.28
Specialist VI	1	\$67,020.00	25.00%	\$ 16,755.00
Specialist VI	1	\$57,360.00	25.00%	\$ 14,340.00
Admin Ass't IV	1	\$42,480.00	25.00%	\$ 10,620.00
				\$ -
				\$ -
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				\$ -
TOTAL:				54,548.28

JUSTIFICATION/COMMENTS: Program Director oversees overall operations of the program activities and staff. Both Specialists manage the planning and implementation of the program and ensure quality and timeliness of deliverables. The Administrative Assistant will assist with fiscal operations activities and management.