

**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:

BizGym Foundation

Bizgenics Foundation

Amount of State Funds Requested: \$ 135,000

Brief Description of Request (Please attach word document to back of page if extra space is needed):

Project Lemon Tree is an outdoor classroom program that offers lemon trees, grade-oriented Common Core State Standard curricula, and teacher guides to all Hawaii schools and youth organizations in grades K-12. Currently, Project Lemon Tree is partnered with over 60 Hawaii schools with numerous requests from schools on the islands of Hawaii, Maui, Lanai, Kauai, and Molokai to participate. However we are seeking grant support to fund a staff position through our partnering organization Kupu, so we may service schools beyond the island of Oahu.

Amount of Other Funds Available:

State: \$ 14,900

Federal: \$ 0

County: \$ 0

Private/Other: \$ 20,000

Total amount of State Grants Received in the Past 5

Fiscal Years:

\$ 14,900

Unrestricted Assets:

\$ 73,415.80

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:

1012 18th Avenue

City: Honolulu

State: HI

Zip: 96816

Contact Person for Matters Involving this Application

Name:  
Steven Sue

Title:  
Chairman

Email:  
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Phone:  
(808)220-6449

Federal Tax ID#:  
[REDACTED]

State Tax ID#  
[REDACTED]



Authorized Signature

Steven Sue, Chairman

Name and Title

1/18/2019

Date Signed

**received**  
1/18/19 2:17p JSR

## 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



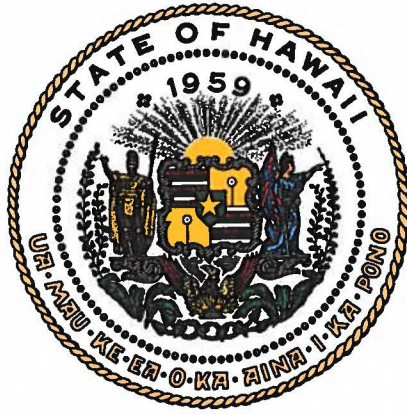
AUTHORIZED SIGNATURE

STEVEN SUE, CHAIRMAN

PRINT NAME AND TITLE

1/18/2019

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

**BIZGYM FOUNDATION**

was incorporated under the laws of Hawaii on 04/30/2012 ; 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, 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.

Bizgenics Foundation

(Typed Name of Individual or Organization)



(Signature)

1/18/2019

(Date)

Steven J. Sue

(Typed Name)

Chairman

(Title)

## 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)**

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, 2018.

See Attached.

#### **2. Declaration Statement**

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

See attached Declaration Statement. Bizgenics Foundation complies with all standards for the award of grants under Section 42F-103 of the Hawaii Revised Statutes.

#### **3. 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](#))

The proposed grant, if awarded to Bizgenics, will be used for public purposes pursuant to Section 42F-102 of the Hawaii Revised Statutes.

### **II. 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;
  - A. [Bizgenics Foundation](#) is a non-profit organization with a mission to empower all people to discover their personal skills and to learn positive social values to catalyze a brighter future. Our goal is to train youth who don't typically have access to available resources and experienced mentor knowledge in "design thinking" and "lean startup"

entrepreneurial skills. Bizgenics is most popularly known for our annual [Lemonade Alley](#) youth-entrepreneur competition where participants develop a lemonade business to raise money for a charity of their choice. Over seven years, our Lemonade Alley program has raised over \$70,000 for more than 50 charities. Bizgenics is also known for our online project-based learning platform called [BizzyB](#), which enables students grades 7-12 to select challenges from various industries and to create a business plan from student-driven ideas.

2. The goals and objectives related to the request;

- A. Environmental awareness and respect for the environment should begin in early education. Project Lemon Tree (PLT) is an outdoor classroom program that offers lemon trees, grade-oriented curricula, and teacher guides to all Hawaii schools and youth organizations in grades K-12. As a project-based, STEM/STEAM learning program, PLT features multi-disciplinary experiences in fields such as ecological sustainability, water conservation, farm-to-table agriculture, environmental design, engineering, construction, culinary arts, crafts, innovation, and social entrepreneurship. To better integrate into HDOE schools, all activities are aligned to Common Core State Standards. Our goal is for the lemon trees to stand as ecological symbols across all Hawaii schools, encouraging youth leaders to improve conservation in the global community and climate at-large.
- B. **But why lemons?** Lemon trees are resilient, most efficient in CO2 sequestration among fruiting trees, and a high value crop. The significance of planting a tree provides students with the foundation to learn about integral curricular topics such as water conservation, reduction of carbon emissions, and sustainability in various facets.
- C. The Objectives necessary to accomplish PLT's goal of planting lemon trees along with provided curricula in each of Hawaii's schools can be outlined in five parts:
  - 1. **Objective 1:** Partner with Kupu and their Environmental Education Leadership program. We have received numerous requests from schools on the islands of Hawaii, Maui, Lanai, Kauai, and Molokai to participate in Project Lemon Tree, however funds are required to service schools beyond the island of Oahu. If awarded, the grant resources will enable Bizgenics to contract an Environmental Education Leader (EE Leader) from Kupu and a Program Assistant (PA) staffed by Bizgenics Foundation. The PR & EE Leader will work in conjunction to provide support to our neighbor island schools by coordinating the distribution of lemon trees and curriculum, facilitate design-thinking sessions to plan out appropriate planting locations with proper maintenance and map out an itinerary

to service as many schools for each island visit. Our goal for the end of May 2020 is to service 100 schools, plant 1,000 trees and provide 3,000 supporting curriculum books. With 60 schools already committed to receive lemon trees and curriculum through Project Lemon Tree, the welcomed support of our contracted EE Leader and Program Assistant will enable us to achieve and potentially even surpass our goal.

2. **Objective 2:** To build a bridge between participating schools and organizations/businesses within the community by presenting this program as an opportunity to support our youth and form a continuous relationship for ongoing and future projects.
3. **Objective 3:** To advance our curricula to remain in line with state standards, work toward professional development credits for teachers who participate in our program, and continuously release new subject matter that may spark further interest in youth for a potential career path. An example includes curricula on “Pergola Construction,” which functions as a support for the lemon trees, while offering project-based experiences into architecture and trade skills.
4. **Objective 4:** To identify alternative means of resources such as grants, sponsorships, and in-kind donations to further advance the program.
5. **Objective 5:** To improve the overall program by capturing data points that clearly identifies our impacts for Hawaii’s youth and community as a reflection of PLT.

3. The public purpose and need to be served;

- A. Forests cover 30 percent of the world’s land area and serves a critical life-sustaining role in producing oxygen and absorbing greenhouse gases that fuel global warming. Yet each year 15 billion trees are cut down without replanting for the future. At the current rate of deforestation, scientists predict in just 30-40 years, that’s within a generation, global warming will intensify without any recourse in reversing the effects:

- Loss of biodiversity and habitat for endangered species
- Increased soil erosion and flooding
- Decreased natural beauty of an area

According to climate change expert Dr. Camilo Mora, Associate Professor at the University of Hawaii at Manoa Department of Geography, “The solution to climate change is staring at us. It is as simple as planting sufficient trees to offset one’s emissions.” (University of Hawaii News, November 19, 2018)

- B. Hawaii, as an island community, is particularly impacted as we have seen with our native koa trees and ohia rapid death. In collectively mobilizing to address climate change and

activating agency in our emerging learners, we see applied learning to positive action as a key component in citizen empowerment, particularly for youth. Our next generation of leaders and doers are also experiencing the same changes in our environment, yet they are not often given a voice in policy or government nor opportunities to demonstrate local and global leadership.

To activate large scale community change and action, PLT is starting at the school level. The development of STEM-related curriculum around carbon sequestration and water conservation will provide teachers with the appropriate resources to supplement project-based tree plantings, construction of water catchment systems, and pergola structures. Through the collaborative effort of supporting schools within the community, we advance community development by bringing businesses, organizations, and volunteers together to assist in the completion of each project.

This concept was proven during PLT's exemplary planting at Jefferson Elementary on July 21, 2018, which united more than 75 volunteers and community supporters who provided in-kind or monetary support. The event was attended by First Lady Dawn Amano Ige, HIDOE Deputy Superintendent Phyllis Unebasami, Complex Area Superintendent Ruth Silberstein, and covered by Hawaii News Now.

**4. Describe the target population to be served; and**

- A. PLT is a multi-disciplinary program offered to grades K-12. There are approximately 240,000 students in Hawaii, many of which will never have the opportunity to learn about environmental studies, due to the lack of subject matter or school curriculum to educate their students. Statewide there are currently 255 public schools, 33 charter schools, and 135 private schools, many of which have available land on campus to plant trees and construct a pergola, but simply were not approached with the opportunity and resources. PLT was created to address the lack of curriculum and the numerous students that leave early education without the knowledge and respect for the environment.

This project has a special interest in reaching schools identified as:

- Title One Schools and schools serving large concentrations of lower-income students.
- Hawaiian Charter Schools and schools serving large concentrations of students of Hawaiian ancestry.

**5. Describe the geographic coverage.**

- A. Registrations for PLT are open to all schools statewide. Selection of planting grounds are made, in part, toward the goal of reaching neighboring islands outside of Oahu. Due to



our presentations at 2018's Schools of the Future and Student Energy Summit hosted by Blue Planet Foundation, we were able to connect with participating schools from the islands of Hawaii, Maui, Lanai, Molokai and Kauai. As a program less than a year-old, PLT has already received commitments from more than 60 participating schools on all these islands.

### **III. 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;

Administration of Project Lemon Tree (PLT) can be outlined in four parts:

- A. **Outreach and Support.** Our partnership with the University of Hawaii at Manoa College of Tropical Agriculture and Human Resources (CTAHR), has allowed PLT to secure eureka and meyer lemon trees through CTAHR's nursery relationships. CTAHR has secured 1,000 eureka lemon trees that are currently maturing in their greenhouse facilities.

Following a school's interest to participate in PLT, the school is then immediately contacted to schedule an initial meeting to identify potential areas for planting and to proceed to the next step of scheduling design-thinking sessions with the students. These sessions are offered to introduce the program and encourage students to develop a sense of ownership for the project by enabling them to design the planting grounds and a potential pergola to support the lemon trees. Design-thinking sessions are currently facilitated by two staff members of Bizgenics Foundation.

However, as more schools sign up for the program, PLT will require additional support. Bizgenics has turned to Kupu as a partner to increase outreach and support. PLT will require funds to support one contracted intern from Kupu and a Program Assistant staffed by Bizgenics Foundation.

- B. **Distribution of Trees and Curriculum.** In January 2019, workbooks will be distributed to schools and teacher training workshops will be provided to familiarize teachers with the curriculum. PLT curriculum will:
  - a. Focus lessons on real-world challenges of deforestation
  - b. Guide learning through a design process or inquiry discovery

- c. Immerse students in hands-on, project-based collaborative learning
- d. Involve students, teachers and community alike in productive learning through tree-planting and building projects
- e. Apply rigor of agri-science and math to the lesson content (soil sedimentation testing, variations in growth conditions, pergola construction)
- f. Allow multiple disciplines to extract and align learning to their specific focus

In April 2019, we will begin distribution of trees to participating schools. We are in the process of confirming an agreement with City Mill to distribute our workbooks and trees, while Hardware Hawaii will service neighboring islands. To ensure that the trees have a smooth transition from the designated distributor to the planting location, we are seeking support from CTAHR's Master Gardener program to assist in onsite tree maintenance training and site planning at each school location.

- C. Environmental Education Leadership.** If the grant is awarded, Bizgenics intends to contract leading environmental education non-profit Kupu to implement the PLT curriculum in schools through Kupu's existing Environmental Education Leadership program as part of the Outreach & Support phase. Bizgenics will be assigned one dedicated Environmental Education Leader (EE Leader) for the 2019-20 school year. Bizgenics is familiar with Kupu's track record of service to Hawaii's community and their experience in working with schools and youth groups.

Bizgenics hopes to add one qualified staffing position in Project Lemon Tree for the following purposes of:

- Outreach to schools, especially neighboring island and schools servicing a large number of students from lower-income families.
- Support by facilitating design-thinking sessions to plan out potential planting locations or construction plans for a lemon tree pergola.
- Progress evaluation to check on the wellbeing of the trees and provide advice for further tree maintenance.

The interview process to fill the position will immediately begin in May 2019 pending the awarded grant. Once a qualified representative has been selected, a staff member from Project Lemon Tree will be tasked to familiarize the EE Leader with the program. Project Lemon Tree's Program Assistant (PA) and Kupu's EE Leader will work together to identify a list of schools to visit, arrange accommodations for neighbor island schools (within the means of our awarded budget) and register schools to receive lemon trees and curriculum. We estimate that the \$1,600 budgeted for flight costs will allow for 8 flights

to neighbor island schools. Our EE Leader and PA will travel to as many schools within each island visit and will map out their itinerary beforehand to be most efficient with the provided resources. Following the depletion of funds allocated to flights, our EE Leader and PA may continue to service neighbor island schools via video or teleconference and will continue to focus their efforts on Oahu schools.

The Environmental Education Leadership program traditionally has placed interns, called EE Leaders, at select Department of Education (DOE) and charter schools to promote and support environmental education. EE Leaders focus on the development of programs like after school eco/sustainability clubs, in-class curriculum & learning journeys, project-based-learning, field trips, and bringing in guest speakers.

Ideal EE Leader candidates display leadership ability, an interest in teaching, motivation and drive, and demonstrate maturity of character. These individuals must pass an FBI background check, a sex offender registry check, state and local background check, and have a clean driving abstract. EE Leaders are required to be 21 years or older due to the responsibility of driving students on field trips.

**D. Tracking Student and Community Impacts.** Before schools accept their trees, principals must sign an agreement to review the maintenance plan guideline with their custodians and to work with school teachers to incorporate the supporting curriculum into teacher lesson plans. In addition, participating teachers must agree to report their progress, enabling PLT to evaluate program impacts. As the lemon trees begin to mature and yield lemons, we plan to hold challenges for schools to report their triple bottom line progress of people, planet, and philanthropy. We seek to track the impact of our program and plan to share the impacts on our ProjectLemonTree.com website to encourage schools to participate and inspire the community to donate resources toward schools.

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

(MONTH X TO MONTH X)	TASK
JANUARY 2019	Distribution of curriculum (focusing on tree planting and pergola construction basics)  Secure HIDEO sponsor to offer Professional Development sessions for teachers implementing PLT.

<b>FEBRUARY - MARCH 2019</b>	<p>Develop next set of curriculum (focusing on water conservation)</p> <p>Begin organizing Professional Development training sessions for PLT curriculum</p>
<b>APRIL - JUNE 2019</b>	<p>Round 1 of tree distributions from CTAHR's greenhouse &amp; begin plantings on campuses</p> <p>Pending awarded grant, begin interview process for EE Leader. Project Lemon Tree Staff to train newly hired EE Leader.</p> <p>During summer break. Onboard EE Leader. Chart a list of schools to visit and arrange accommodations for travel.</p> <p>HEI Earth Day event, feature PLT &amp; exemplary schools</p>
<b>JULY - SEPTEMBER 2019</b>	<p>Start of school year, EE Leader to visit schools, provide site training &amp; lead design thinking sessions. Expand PLT to incorporate neighboring island schools.</p> <p>Distribution of curriculum (focusing on water conservation)</p> <p>Offer Training Session 1 for Professional Development credit to familiarize teachers with curriculum</p>
<b>OCTOBER - DECEMBER 2019</b>	<p>Project Lemon Tree staff &amp; EE Leader to visit schools that planted their lemon trees during round 1 (April - June 2019). Check on the schools progress and wellbeing of the trees.</p> <p>Continue to register schools to receive lemon trees</p> <p>Offer Training Session 2 for Professional Development credit to familiarize teachers with curriculum</p>
<b>JANUARY - MARCH 2020</b>	<p>Schools begin reporting in their impacts &amp; progress for trees planted during round 1 (April - June 2019).</p> <p>Round 2 of tree distributions from CTAHR's greenhouse &amp; begin plantings on campuses</p>
<b>APRIL - MAY 2020</b>	<p>Collect data of PLT schools and record impacts on the ProjectLemonTree.com website</p>

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

A. The following management plan enables PLT to monitor participants and evaluate the program impacts:

- 1) PLT recipients must sign an Agreement Letter to maintain the trees and report their impacts.
- 2) PLT recipients will capture key metrics such as the number of CO2 sequestered, students reached, curriculum distributed, volunteers served, community partners, lemons produced, lemons sold or donated to charities, etc.
- 3) Reports will be shared on our ProjectLemonTree.com website, encouraging schools to participate and promote support from the community.

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.

- 100 schools served that have planted lemon trees and received supporting curriculum
- 1,000 lemon trees distributed and properly planted
- 3,000 students engaged in the program
- 3,000 curriculum workbooks distributed
- 10% of participating schools served are Title One Schools or schools serving large concentrations of lower-income students.
- 10% of participating schools served are Hawaiian Charter Schools or schools serving large concentrations of students of Hawaiian ancestry.
- 85% of students served report an increase in knowledge of the environment, sustainability and the importance of water-conservation.
- 85% of students report an increased interest to further their education and pursue a career related to the environment, engineering, culinary arts, entrepreneurship or agriculture.

## **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 ([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. The applicant shall provide its anticipated quarterly funding requests for the fiscal year 2020.

Quarter 1	Quarter 2	Quarter 3	Quarter 4	Total Grant
\$33,750	\$33,750	\$33,750	\$33,750	\$135,000

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

- Kaulunani Urban and Community Forestry Program - \$100,000 (pending)
- Elemental Exceclerator - \$50,000 (pending)
- Afterschool Alliance - \$50,000 (pending)
- Hawaii Community Foundation FLEX GRANT - \$10,000 (pending)

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.

- Kaulunani Urban and Community Forestry Program - (\$14,900 Awarded 2018)

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

Bizgenics Foundation's balance of unrestricted assets as of December 31, 2018 is \$73,415.80.

## **V. 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.

#### **A. Bizgenics Foundation Experience**

Bizgenics Foundation was founded in 2012 as a Honolulu-based 501(c)(3) non-profit organization that grew out of [BizGym.com](http://BizGym.com), a cloud-based business strategy software that enabled entrepreneurs from all backgrounds to generate a full business plan by completing the online template. Steve Sue, the Founder of BizGym.com, had a vision to educate Hawaii's youth about entrepreneurship and business plan development by creating the Foundation's very first program called Lemonade Alley, a K-12 youth entrepreneur challenge. From then on, Bizgenics's goal has been to provide age-appropriate educational programs that teach business skills, entrepreneurship, and financial literacy in combination with charitable giving for the betterment of individuals and the community at-large.

The Foundation has much experience in working with youth and schools of all districts in Hawaii. Lemonade Alley was started in November 2011 to showcase the entrepreneurial spirit of Hawaii's kids for the Economic Leaders attending the Asia-Pacific Economic Cooperation conference. The first competition hosted over 35 teams at Iolani School. This kid's business competition for ages K-12 teaches early business skills by enabling our keiki to concoct a lemonade recipe, create a pop-up store, and sell their drinks to the public to raise money for a charity of their choice. Since 2011, Lemonade Alley has engaged over 2,000 youth participants that have raised over \$70,000 for over 50 charities.

Bizgenics is in the process of launching our 2.0 version of our online software called BizzyB, a design-thinking and project-based learning platform that equips disadvantaged youth in grades 8-12 with essential life-readiness and business startup knowledge. The BizzyB online platform, facilitates youth access to professional mentors, while taking each student team from business concept to launch. Students learn to complete their business adventure by developing their leadership skills, collaborative skills, and fulfillment of role specific responsibilities and decisions experienced by real-life executives. An early partnership with Massachusetts Institute of Technology enabled

Bizgenics to create a white label version of BizzyB for their “MIT LaunchX” student innovation program. The platform was accessed by approximately 8,000 high school students and 2,000 mentors from around the world.

## **B. Kupu Experience**

Kupu was founded in 2007 as a Honolulu-based 501(c)3 non-profit to develop the next generation of leaders to build a more sustainable future for Hawaii. Predicated on the Hawaiian concept of “maka hana ka ike” — in doing, one learns — Kupu’s unique, experiential programs teach leadership skills, a lifelong environmental mindset, cultural awareness, and civic engagement, while also creating opportunities for young adults to gain vital work experience and professional skills in the green jobs sector.

Over the last 12 years, Kupu has engaged more than 3,500 young adults through conservation and sustainability programs. This has translated into more than \$100 million in economic benefits that Kupu has contributed to the state of Hawaii with a cost-to-benefit ratio of 1:3. Kupu is committed to maintaining high standards and transparency, through accreditation from the 21st Century Conservation Service Corps and the Corps Center of Excellence, in addition to maintaining a GuideStar Platinum rating.

In 2013, Kupu created the Environmental Education Leadership program to meet the growing demand for environmental education in public schools on Oahu. Below are the recent impacts from the program:

	FY 2015-16	FY 2016-17	FY 2017-18
# of EE Leaders	6 (4 FT & 2 PT)	4 (4 FT)	5 (4 FT & 1 PT)
# of Presentations	328	405	442
# Students Engaged	3448	4853	11,480

Similar to the partnership Bizgenics is proposing with Kupu, during the 2017-18 school year, Kupu partnered with Roth Ecological Design International to pilot an innovative, project-based educational program, called “Follow the Drop,” which utilized a mobile app to allow students to learn about the complexities of water management and then build two rainwater gardens. Kupu’s EE Leaders outreached the program to 253 5th grade students at four elementary schools (Kaohao Elementary, Kaewai Elementary, Waikiki Elementary, and Sunset Elementary).



## **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.

Project Lemon Tree activities will be facilitated within students' school facilities as curriculum and trees will be administered on school grounds and at Kupu's existing facilities when needed.

## **VI. 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.

#### **Bizgenics Foundation Personnel**

The Director of Operations at Bizgenics Foundation will oversee the initial transition of the Program Assistant (PA) into Project Lemon Tree. The PA will undergo training so the duties of the position will remain clear. To ensure that the PA remains on track to accomplish Project Lemon Tree's May 2020 goal, the PA and contracted EE Leader will report directly to the Director of Operations for status updates. This system will enable the Director of Operations to identify the number of trees, curriculum and resources that are required for each school. Logistics to distribute Project Lemon Tree resources will be planned accordingly.

By acceptance of the grant, training will begin immediately. Key subjects of training include:

- Program Readiness
- Curriculum & Design-Thinking Training
- Task Management
- Youth Safety Conduct
- Youth Group Management
- Communication Skills
- Staff Support

Brannon Yamauchi is the selected applicant for the Program Assistant (PA) position. Brannon currently serves within Bizgenics Foundation as a volunteer intern to support Project Lemon

Tree activities. He has assisted in the facilitation of several design-thinking sessions at various schools and has participated in outreach to identify partnering schools on the island of Oahu. Brannon's current experience and familiarization with Project Lemon Tree makes him an ideal candidate for the Program Assistant position. Past experiences of Brannon include working with youth with special needs and experience in videography and media communications. In addition to Project Lemon Tree, Brannon has also volunteered to facilitate youth workshops to prepare students teams for Bizgenics Foundations annual youth-competition, Lemonade Alley. Experiences in the classroom is what drives Brannon to help students become more innovative, inspired, and environmentally-conscious individuals.

Steve Sue is the Chairman of Bizgenics Foundation and Founder of its flagship program Lemonade Alley for student entrepreneurs. As a conceptual designer for 25 years, Steve traveled the world developing theme parks, live entertainment productions, corporate events, restaurants, product brands and mega-resort casinos. Steve is also an entrepreneur owning stake in several information technology enterprises while creating Bizgenics student innovation platform BizzyB.com. Through Steve's history of wearing many hats, he uses his experiences to further his passion of "Profit to Share," which is reflected as the Foundation's core principal. To support Project Lemon Tree, Steve is in constant contact with community partners, while strategically forming new relationships to further the program. He oversees the development of Project Lemon Tree's curriculum and graphic designing of our youth friendly materials.

### **Kupu Personnel**

The Environmental Education Leadership Program Manager at Kupu will oversee overall EE Leader program activities and ensures proposed goals are met. Program Coordinators mentor and collaborate with the EE Leader, teachers, and students to provide support.

Training is critical to program success, therefore EE Leaders receive valuable training in environmental, conservation, sustainability, and life skills. The standard training spans a variety of topics including (but not limited to):

- Team Building
- Leadership Development
- Conservation Education
- Cultural Reflections
- Safety/Disaster Relief Preparedness
- Communication Skills
- Motivating Youth
- Small Group Facilitation

- Goal Setting & Personal Value Development
- Field Work Experience
- Weekly Mentoring & Support

Sulma Gandhi is the Senior Director at Kupu, overseeing the Environmental Education Leadership program. She is also a facilitator for One Shared Future and provides coaching, curriculum design and training for organizations throughout Hawaii. Sulma has worked in the field of health and human service, with emphasis in violence prevention and intervention, for the past two decades. Previously, she was the lead for innovation and development for the Early Childhood Action Strategy and director for student health & wellness programs at the University of Hawaii at Hilo where she oversaw integration of prevention, medical, and mental health services and the development of essential community partnerships. Prior roles include Kamehameha Schools faculty member and director with Turning Point for Families and Hospice of Hilo. She holds master's and bachelor's degrees in science from the University of Victoria, Canada, and a doctorate degree in business administration from California Intercontinental University. Sulma serves on the Hilo Medical Center Foundation board and the Hawaii Suicide Prevention Taskforce.

Paahana Kincaid has been working for Kupu since 2011 when she was hired as an AmeriCorps Vista Member. She has a deep passion for human health related to the environment/environmental issues and currently serves as the Program Manager for the Environmental Education Leadership program. Originally from Maui, she attended Seabury Hall Academy and Maui Community College before receiving her MSW from the University of Hawaii. Paa is a Native Hawaiian cultural practitioner, trained in hooponopono. She also operates a freelance lomilomi business and volunteers for the Polynesian Voyaging Society.

## **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 organizational chart, which highlights the positions and lines of supervision relevant to Bizgenics Foundation's Project Lemon Tree program and the integration of the Kupu Environmental Education Leader within our organization.

## **3. Compensation**

The applicant shall provide an annual salary range paid by the applicant to the three highest paid officers, directors, or employees of the organization by position title, not employee name.

- Chairman (Full Time Volunteer)
- Secretary (Part-Time Volunteer)
- Director of Operations (\$38,000)

## **VII. 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.

Not Applicable

### **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.

Not Applicable

### **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 1, of the State Constitution](#) for the relevance of this question.

No funds from the proposed grant, if awarded to Bizgenics Foundation, will be used to support private educational institutions. State funds will only be used to support public schools. Bizgenics will seek other sources of funds to support youth groups associated with sectarian or non-sectarian private schools.

### **4. Future Sustainability Plan**

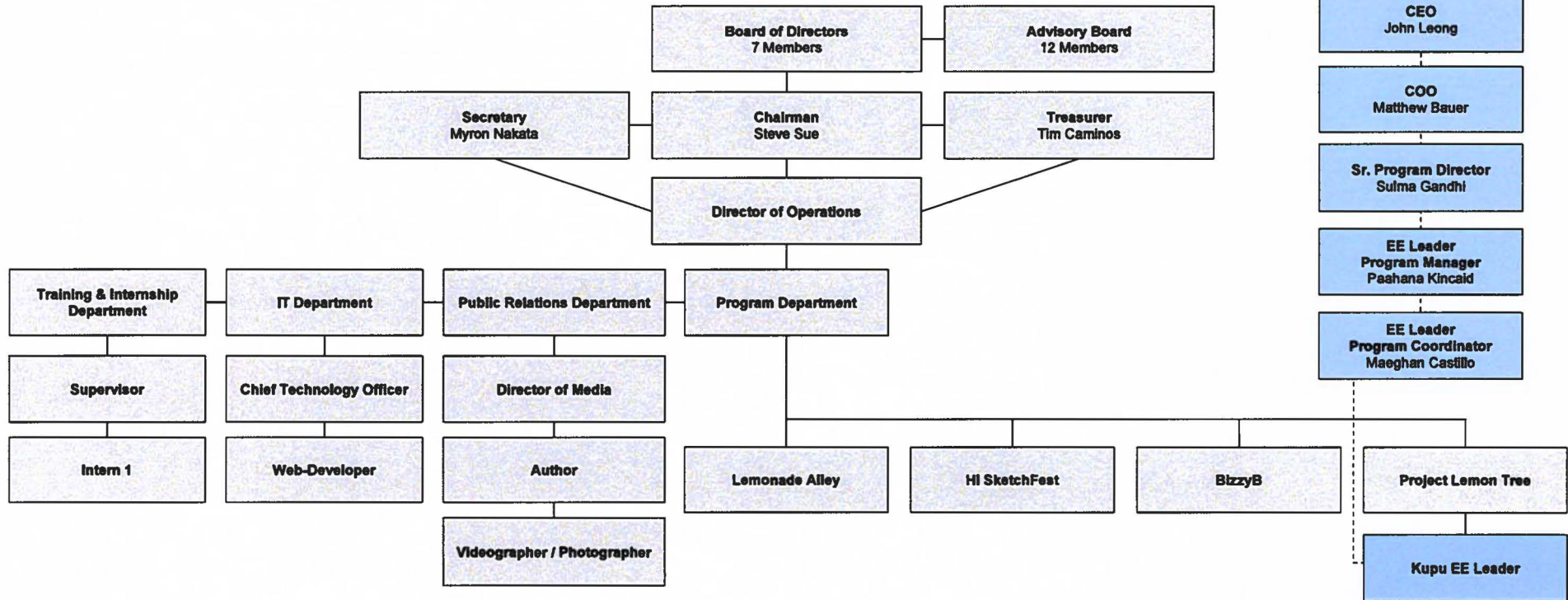
The applicant shall provide a plan for sustaining after fiscal year 2019-20 the activity funded by the grant if the grant of this application is:

- (a) Received by the applicant for fiscal year 2019-20, but
- (b) Not received by the applicant thereafter.

Project Lemon Tree (PLT) has developed an “Adopt a Class” model. The Foundation has packaged support for programs PLT and Lemonade Alley essentially as a way for companies to adopt classrooms and easily identify the resources provided and the number of youth serviced. In

the case of PLT, a company can adopt a PLT class for \$300 which provides a classroom with a lemon tree, a teacher guide, and 30 student workbooks. Multiple classes per school can receive donations. To reach the \$80,000 annual budget goal, the potential strategy is to identify two large funders at \$40,000 each and provide reports on the significant impacts for each sponsors contribution. The impact results from these initial years will be crucial to marketing the sponsorship model.

**ORGANIZATIONAL CHART**  
 2019 Chapter 42F Application  
 For  
 Project Lemon Tree



## BUDGET REQUEST BY SOURCE OF FUNDS

Period: July 1, 2019 to June 30, 2020

Applicant: Bizgenics Foundation

BUDGET CATEGORIES	Total State Funds Requested (a)	Total Federal Funds Requested (b)	Total County Funds Requested (c)	Total Private/Other Funds Requested (d)
<b>A. PERSONNEL COST</b>				
1. Salaries (Program Assistant)	35,000			
2. Payroll Taxes & Assessments				
3. Fringe Benefits				
<b>TOTAL PERSONNEL COST</b>	<b>35,000</b>			
<b>B. OTHER CURRENT EXPENSES</b>				
1. Contractor (Kupu Services)	51,000			
2. Airfare, Inter-Island	1,600			
3. Vehicle Rental	800			
4. Vehicle Parking	320			
5. Lodging	1,200			
6. Supplies	1,080			
7. Program Assistant Training	1,000			
8. Staff Time	10,000			
9. Curriculum Publication & Printing	30,000			
10. Marketing (brochure prints & website development)	3,000			
11. Adopt A Class Sponsor (American Savings Bank)				8,000 (Awarded)
12. Adopt A Class Sponsor (Hawaiian Electric Industries)				2,000 (Awarded)
13. Curriculum Development Grant (Elemental Excelsior)				10,000 (Awarded)
14. Lemon Trees Grant (Kauunani Forestry Program)	14,900 (Awarded)			
15				
<b>TOTAL OTHER CURRENT EXPENSES</b>	<b>100,000</b>			
<b>C. EQUIPMENT PURCHASES</b>	N/A	N/A	N/A	N/A
<b>D. MOTOR VEHICLE PURCHASES</b>	N/A	N/A	N/A	N/A
<b>E. CAPITAL</b>	N/A	N/A	N/A	N/A
<b>TOTAL (A+B+C+D+E)</b>	<b>135,000</b>	N/A	N/A	N/A
<b>SOURCES OF FUNDING</b>		Budget Prepared By:		
(a) Total State Funds Requested	135,000	Steven Sue, Chairman (808)220-6449		
(b) Total Federal Funds Requested	N/A	Name (Please type or print) Phone		
(c) Total County Funds Requested	N/A	<i>Timothy Caminos</i> 1/18/2019		
(d) Total Private/Other Funds Requested	N/A	Signature of Authorized Official Date		
<b>TOTAL BUDGET</b>	<b>135,000</b>	Timothy Caminos, Treasurer		
		Name and Title (Please type or print)		

BUDGET JUSTIFICATION - PERSONNEL SALARIES AND WAGES Period: July 1, 2019 to June 30, 2020

Applicant: Bizgenics Foundation

Position Title	FULL TIME EQUIVALENT	ANNUAL SALARY A	% OF TIME ALLOCATED TO GRANT REQUEST B	TOTAL STATE FUNDS REQUESTED (A x B)
Program Assistant	1	\$35,000.00	100.00%	\$ 35,000.00
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
<b>TOTAL:</b>				<b>35,000.00</b>

**JUSTIFICATION/COMMENTS:**

(PA) Program Assistant is a Bizgenics staff member that will accompany the selected Environmental Education Leader (EE Leader) contracted through Kupu. We have received numerous requests from schools on the islands of Hawaii, Maui, Lanai, Kauai, and Molokai to participate in Project Lemon Tree, however funds are required to service schools beyond the island of Oahu. The PA & EE Leader will work in conjunction to provide support to our neighbor island schools by coordinating the distribution of lemon trees and curriculum, facilitate design-thinking sessions to plan out appropriate planting locations with proper maintenance and map out an itinerary to service as many schools for each island visit. Our goal for the end of May 2020 is to service 100 schools, plant 1,000 trees and provide 3,000 supporting curriculum books. With 60 schools already committed to receive lemon trees and curriculum through Project Lemon Tree, the welcomed support of our contracted EE Leader and Program Assistant will enable us to achieve and potentially even surpass our goal.



BUDGET JUSTIFICATION - EQUIPMENT AND MOTOR VEHICLES    Period: July 1, 2019 to June 30, 2020

Applicant:   Bizgenics Foundation  

DESCRIPTION EQUIPMENT	NO. OF ITEMS	COST PER ITEM	TOTAL COST	TOTAL BUDGETED
-NOT APPLICABLE-			\$ -	
			\$ -	
			\$ -	
			\$ -	
			\$ -	
			\$ -	
<b>TOTAL:</b>				
<b>JUSTIFICATION/COMMENTS:</b>				

DESCRIPTION OF MOTOR VEHICLE	NO. OF VEHICLES	COST PER VEHICLE	TOTAL COST	TOTAL BUDGETED
-NOT APPLICABLE-			\$ -	
			\$ -	
			\$ -	
			\$ -	
			\$ -	
			\$ -	
<b>TOTAL:</b>				
<b>JUSTIFICATION/COMMENTS:</b>				
-NOT APPLICABLE-				

**BUDGET JUSTIFICATION - CAPITAL PROJECT DETAILS** Period: July 1, 2019 to June 30, 2020

Applicant: Bizgenics Foundation

<b>FUNDING AMOUNT REQUESTED</b>						
<b>TOTAL PROJECT COST</b>	<b>ALL SOURCES OF FUNDS RECEIVED IN PRIOR YEARS</b>		<b>STATE FUNDS REQUESTED</b>	<b>OTHER SOURCES OF FUNDS REQUESTED</b>	<b>FUNDING REQUIRED IN SUCCEEDING YEARS</b>	
	<b>FY: 2017-2018</b>	<b>FY: 2018-2019</b>	<b>FY:2019-2020</b>	<b>FY:2019-2020</b>	<b>FY:2020-2021</b>	<b>FY:2021-2022</b>
PLANS <u>NOT APPLICABLE</u>						
LAND ACQUISITION <u>NOT APPLICABLE</u>						
DESIGN <u>NOT APPLICABLE</u>						
CONSTRUCTION <u>NOT APPLICABLE</u>						
EQUIPMENT <u>NOT APPLICABLE</u>						
<b>TOTAL:</b>						
<b>JUSTIFICATION/COMMENTS:</b>						
<u>NOT APPLICABLE</u>						

**GOVERNMENT CONTRACTS, GRANTS, AND / OR GRANTS IN AID**

Applicant: Bizgenics Foundation

Contracts Total: 14,900

	<b>CONTRACT DESCRIPTION</b>	<b>EFFECTIVE DATES</b>	<b>AGENCY</b>	<b>GOVERNMENT ENTITY (U.S. / State / Haw / Hon / Kau / Mau)</b>	<b>CONTRACT VALUE</b>
1	The Kaulunani Urban and Community Forestry Program focuses on improving the health and viability of trees in Hawai'i communities through educational programs. This grant has helped Project Lemon Tree with initial funding of 1,000 lemon trees to be planted within Hawaii's schools.	July 2018 - July 2019	Kaulunani Urban and Community Forestry Program	State of Hawaii, Division of Forestry & Wildlife	14,900
2					
3					
4					
5					
6					
7					
8					
9					
10					
11					
12					
13					
14					
15					



Chief Executive Officer

**January 11, 2019**

John Leong  
Chief Executive Officer

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Tyler M. Tokioka  
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Member

Kathleen Thurston  
Member

Lance Wilhelm  
Member


Michael Wilson  
Member

**Mr. Steve Sue  
Chairman  
Bizgenics Foundation  
1012 18th Ave.  
Honolulu, HI 96816**

**Aloha Mr. Sue,**

**This letter is to confirm Kupu's support of Bizgenics Foundation's Project Lemon Tree. Our organization is willing and able to enter into an agreement to provide contractual services through our Environmental Education Leaders program in the event a grant is awarded.**

**Sincerely,**

  
**Matthew Bauer  
COO  
Kupu**

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