

## 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

EWA BEACH LIONS CLUB FOUNDATION

was incorporated under the laws of Hawaii on 04/13/2015 ; 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 13, 2019

Director of Commerce and Consumer Affairs

## 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

JACQUELINE M TORRES TREASURER  
PRINT NAME AND TITLE

14 JAN 19  
DATE

**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.

Ewa Beach Lions Club Foundation  
(Typed Name of Individual or Organization)

  
(Signature)

14 JAN 19  
(Date)

Jacqueline M Torres  
(Typed Name)

Treasurer  
(Title)

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

Type of Grant Request:

Operating                       Capital

Legal Name of Requesting Organization or Individual:   Dbn:

Ewa Beach Lions Club Foundation

Amount of State Funds Requested: \$ 30,000

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

Annual Community Enrichment Events: ( Special Needs Children Christmas Party, Christmas Parade, Easter Bash, Vision Screening, One'ula Beach Clean Up, and support services for our most vulnerable residents) These events perpetuate long standing traditions for Ewa Beach and provides a sense of pride and cultural identity for our residents.

Amount of Other Funds Available:

State:                   \$ \_\_\_\_\_

Federal:               \$ \_\_\_\_\_

County:               \$ \_\_\_\_\_

Private/Other: \$ 4000

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

\$ 0

Unrestricted Assets:

\$ 0

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:

PO Box 2044

City:

Ewa Beach

State:

HI

Zip:

96706

Contact Person for Matters Involving this Application

Name:  
Jacqueline M Torres

Title:  
Director/Treasurer

Email:  
gjtor@aol.com

Phone:  
808-277-0829

Federal Tax ID#:

State Tax ID#

Jacqueline M Torres  
Authorized Signature

Jacqueline M Torres/Treasurer  
Name and Title

14 Jan 19  
Date Signed

**received**  
1/19/19 8:30am SR



## 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.

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

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

#### **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](#))

### **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 local charter of the Lions Club International, the Ewa Beach Lions Club (EBLC) was established on April 29, 1965 and the IRS approved EBLC as a 501(c)(3) on October 7, 2015. The global leader in community and humanitarian needs, the club consist of a group of dedicated men and women who volunteer their talents, skills, and time to resolve and fulfill the critical needs in our
2. The goals and objectives related to the request  
Annual Community Enrichment Events: (Special Needs Children Christmas Party, Christmas Parade, Easter Bash, Vision Screening, One'ula Beach and North Road Cleanup, and support services for our most vulnerable residents. These events perpetuate long standing traditions for Ewa Beach and provides a sense of community pride and cultural identity for our residents. Future plans with approval of this grant is to grow, expand and increase additional initiatives that would benefit and improve residents quality of life. Initiatives include offering a variety of outreach events while also providing benevolent assistance in the

form of tangible items such as food, clothing and basic necessities to individuals dealing with financial crisis as well as those homeless. Summer carnival bash with the proceeds going to James Campbell High Students in our LEO club to offset their annual convention cost and establishing a college scholarship for a LEO candidate.

3. The public purpose and need to be served;  
The community benefit is to improve the quality of life for individuals who reside in Ewa Beach and whom otherwise; would not have an opportunity to attend or participate in these events. Over the last 36 years EBLC has coordinated and executed community events/activities that instill in our residents a sense of pride and ownership in the Ewa Beach community. These events promote community and civic involvement, foster partnerships between residents, businesses, community agencies, organizations, and serve the most vulnerable in our community. These events are held at no cost to the participants and are expected and welcomed by the community each year.
4. Describe the target population to be served;  
Special needs Children Christmas party (200 elementary children with disabilities from Ewa Beach Schools and their teachers) participate along with 40 volunteers. Easter Bash -Easter Egg Hunt (200 baskets and goody bags are made) for approximate 200 youths (0-12 years). - Community Development. Vision screening - During 2017/2018 school year (elementary schools in the Ewa Beach community) 1205 elementary children received vision screening with 156 identified as requiring follow up professional eye care. Monthly beach cleanup - 30 participants outreach to 10 homeless families. Christmas parade - Consist of approximate 35 groups of marchers, 50 vehicles and floats, 550 adults and children participate along a two mile route with approximate 5,000 residents waiting along the route. Community Development.
5. Describe the geographic coverage. Ewa Beach Community residents of seniors, children, children with disabilities, local developers, DOE Schools, organizations and businesses.

### **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. For over 36 years the EBLC has sponsored several community development events for the Ewa Beach community. These events are annual and free to the community.

- a. The Special Needs Children Christmas Party is unique in that, these children (with disabilities) in the Ewa Beach Elementary Schools are invited to attend a Christmas party designed solely as a special day to them. These children would otherwise not have an opportunity to attend an event as such. Students, teachers and aides are bused to Asing Park for a pizza party. Pictures with Santa is taken, face painting, Oreo cookies, bug juice, water, fruit cocktail, and pizza are served. Holiday music is played throughout the event.
  - b. Christmas Parade is a two mile route starting and ending at the Hale Pono Boys and Girls Club. It consist of 35 groups of marchers which includes businesses, schools, clubs, as well as elected officials who represent the community. Approximately 550 adults and children participate in the parade. In addition to marchers, there are approximately 50 vehicles and floats. One thousand pounds of candy is disbursed along the parade route. Plaques are given to the 1st, 2d and 3d place float finalists. There are approximately 5,000 community residents aligning the parade route.
  - c. Easter Bash - Approximately 200 hundred Easter Baskets and 100 goody bags are made to support this event. The Easter bunny visits and pictures are taken with the bunny. Youths 0-12 years get to egg hunt with their age group.
  - d. One'ula Beach Cleanup is done monthly. Volunteers pick up trash and cut bushes as needed and on occasion interact with the homeless.
  - e. Vision screening is on-going during the school year. Outreach to the public and private schools is made in September to arrange vision screening. 2017-2018 academic year, 1205 children received vision screenings with 156 identified as requiring follow up professional eye care.
2. Provide a projected annual timeline for accomplishing the results or outcomes of the service;
- a. Special Needs Children Christmas Party - Planning commences in August with venue reservation (Asing Park). Outreach to Elementary Schools in Ewa Beach ; participation count confirmed in October. Logistic outreach to Ground Transport (Buses), tables/chairs reservation, gifts, decorations, food, drinks, photo and Santa confirmation in November. Event is held 1st week in December.
  - b. Christmas Parade - Planning commences in July. Outreach to City & County of Honolulu for permits. September- Outreach to Fire department, Roadway Solutions, schools, agencies, businesses, community groups, and civic clubs. Confirmation of parade participants in November. Acquire pizza and candy in December. Event held second or third week in December.
  - c. Spring Fair Easter Bash - Planning commences in January - obtain permit and insurance. Purchase candy and supplies for baskets. Create Easter basket and goody bags in February. Event is held on the Saturday a week before Easter. . One'ula Beach cleanup - monthly cleanup held 1st Saturday of the month. resources updated weekly and acquire basic items weekly.
  - e. Vision screening Outreach to schools in September. On-going screening throughout the school year. Lions youth leadership convention - planning start in October. Event held in March.

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

EBLC has chosen to focus on these activities because it has been the core set of activities we have focused on as a club. We have 36 years of experience in coordinating these events and have become extremely efficient and effective in executing these events. Residents positive feedback indicate that these events have become central to our community identity and ingrained in the community culture. Our residents look forward to these events and these events are expected annually. Annual data shows increase of participation for each events. AFTER ACTION REVIEW (AAR) sessions are conducted following each event to improve future events. Reviews in AAR include safety issues, cost of event, incidental mishaps and benefits to 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.

The annual events are community development events and free to the public. Each year the cost of these events increase due to inflation and other variables. The year to year itemized comparison cost to execute each event. Extensive comparison of resources who can deliver the same quality service for less cost. i.e. instead of purchasing the pizza from pizza hut (\$518.09), purchase the pizza from Costco (\$385.50) savings of \$132.59. Instead of hiring Bunjee the Clown (\$250), have a lion club member create various animals with balloons. Cost saving \$250. Positive feedbacks from the residents indicates that these events are successful, expected and welcomed by the community each year.

## **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](#))



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

Quarter 1	Quarter 2	Quarter 3	Quarter 4	Total Grant
10000	10000	5000	5000	30000

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

Fundraising throughout the year and grant application request to Hawaii Community Foundation pending (\$4000).

- 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.

- 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.

Not Applicable.

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

Not applicable.

## **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.

The EBLC has chosen to focus on these community enrichment events because it is the core set of activities we have focused on as a club. We have over 36 years of experience in coordinating and executing these events and have become extremely efficient and effective. Residents positive feedbacks indicate that these events have become central to our community identity and ingrained in the community culture. Our

residents look forward to these events and these events are expected annually. . SEE ATTACHED LISTING OF CLUB PROJECTS-2015, 2016, 2017 as verifiable experience. (2018 listing is pending verification of bills from vendors).

## **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.

Asing Community Park is the only facility used for the Special Needs Children Christmas Party. Vision screening is done at DOE schools. All other events are outdoor events. Reservation for facility is secured 60 days out of event.

## **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.

The Foundation consist of a President, Secretary, Treasurer and two additional directors. There are no paid staff. All directors and members are volunteers who possess diverse education, experience and skill sets.

### **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.

The organizational chart of the Foundation is a President - Call meeting to order and oversees meeting. Secretary - takes the minutes and generate a minutes report. Treasurer - maintains the funds and submits the state and federal taxes as applicable. Two additional directors are also in the chart, one a voting member and the other a nonvoting member.

### **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.

Not Applicable. All directors and members are volunteers

## **VII. Other**

### **1. Litigation**

disclose any pending litigation to which they are a party, including the disclosure of any outstanding judgement. If applicable, please explain.

There are no pending litigation or outstanding judgment.

### **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.

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

### **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.

We would continue to sustain with fundraising and seeking private donations from organizations and businesses.

**V. Experience and Capability- Necessary Skills and Experience  
Verifiable Experience Listing attached.**



<b>Ewa Beach Lions Club Projects 2017</b>					Children	Christmas
			Easter Bash	Halloween	Xmas Party	Parade
		BALANCES FORWARD	0.00	0.00	0.00	0.00
DATE		DESCRIPTION:				
04/17/17	0	Pay Pal (Oriental Trading Company Easter supplies)	(273.73)			
04/17/17	0	Sams Club (Easter Supplies)	(525.95)			
04/04/17	0	MN Printing (Flyers for the Egg Hunt)	(72.95)			
12/07/17	0	P&J Rental (Table/Chairs)	0.00		(653.82)	
12/07/17	0	Costco (Pizza)	0.00		(385.50)	
12/07/17	0	Ground Transport (Buses to transport Special Needs Studen			(1,403.00)	
03/14/18	0	Karen Wenke (Reimbursement for Christmas Party)			(610.91)	
01/00/00	0	0			0.00	
12/19/17	0	Costco (Leis for judges and grand marshall)			0.00	(35.15)
11/16/17	0	MN Printing (Flyers for the parade)			0.00	(80.20)
12/19/17	0	Roadway Solutions ( Traffic Contol Devices and Guides)			0.00	(1,256.54)
12/19/17	0	Costco (Candy for the parade)			0.00	(2,575.00)
11/21/17	0	MN Printing (Flyers for the parade)				(60.20)
12/11/17	0	MN Printing (Banners for the parade)				(52.37)
12/08/17	0	Awardline (Plaques for Christmas parade winners)				(32.45)
	0	x				
	0	x				
		<b>CATEGORY TOTALS</b>	<b>(872.63)</b>	<b>0.00</b>	<b>(3,053.23)</b>	<b>(4,071.91)</b>
		Donations				
04/13/18		Received in 2018 for 2017 event	0.00		1,200.00	1,300.00
02/10/17	0	Gentry	300.00			
01/00/00	0	0				0.00
01/00/00	0	0				0.00
01/00/00	0	0				0.00
01/00/00	0	0				0.00
01/00/00	0	0				0.00
01/00/00	0	0				0.00
		<b>TOTAL</b>	<b>(572.63)</b>	<b>0.00</b>	<b>(1,853.23)</b>	<b>(2,771.91)</b>

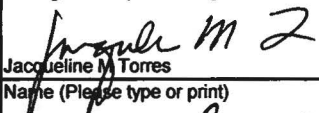
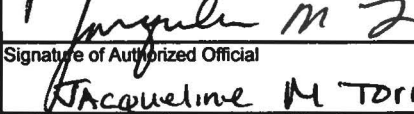
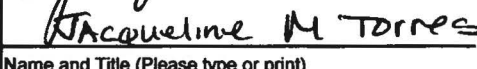




## BUDGET REQUEST BY SOURCE OF FUNDS

Period: July 1, 2019 to June 30, 2020

Applicant: \_\_\_\_\_ Ewa Beach Lions Club 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				
2. Payroll Taxes & Assessments				
3. Fringe Benefits				
<b>TOTAL PERSONNEL COST</b>				
<b>B. OTHER CURRENT EXPENSES</b>				
1. Airfare, Inter-Island				
2. Insurance				
3. Lease/Rental of Equipment				
4. Lease/Rental of Space				
5. Staff Training				
6. Supplies(Events (\$25,000)cons(\$3800)	28,800			
7. Telecommunication	1,200			
8. Utilities				
9				
10				
11				
12				
13				
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15				
16				
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18				
19				
20				
<b>TOTAL OTHER CURRENT EXPENSES</b>	<b>30,000</b>			
<b>C. EQUIPMENT PURCHASES</b>				
<b>D. MOTOR VEHICLE PURCHASES</b>				
<b>E. CAPITAL</b>				
<b>TOTAL (A+B+C+D+E)</b>	<b>30,000</b>			
<b>SOURCES OF FUNDING</b>		Budget Prepared By:		
(a) Total State Funds Requested	30,000	<div style="display: flex; justify-content: space-between;"> <div style="text-align: center;">                       Jacqueline M Torres                      Name (Please type or print)                 </div> <div style="text-align: center;">                     14 Jan 19                      808-277-0829                      Phone                 </div> </div>		
(b) Total Federal Funds Requested		<div style="display: flex; justify-content: space-between;"> <div style="text-align: center;">                       Signature of Authorized Official                 </div> <div style="text-align: center;">                     14 Jan 19                      Date                 </div> </div>		
(c) Total County Funds Requested		<div style="display: flex; justify-content: space-between;"> <div style="text-align: center;">                       Name and Title (Please type or print)                 </div> </div>		
(d) Total Private/Other Funds Requested				
<b>TOTAL BUDGET</b>	<b>30,000</b>			





## BUDGET JUSTIFICATION - EQUIPMENT AND MOTOR VEHICLES

Period: July 1, 2019 to June 30, 2020

Applicant: Ewa Beach Lions Club Foundation

DESCRIPTION EQUIPMENT	NO. OF ITEMS	COST PER ITEM	TOTAL COST	TOTAL BUDGETED
			\$ -	
			\$ -	
			\$ -	
			\$ -	
			\$ -	
<b>TOTAL:</b>				

**JUSTIFICATION/COMMENTS:**

DESCRIPTION OF MOTOR VEHICLE	NO. OF VEHICLES	COST PER VEHICLE	TOTAL COST	TOTAL BUDGETED
			\$ -	
			\$ -	
			\$ -	
			\$ -	
			\$ -	
<b>TOTAL:</b>				

**JUSTIFICATION/COMMENTS:**

## BUDGET JUSTIFICATION - CAPITAL PROJECT DETAILS

Period: July 1, 2019 to June 30, 2020

Applicant: Ewa Beach Lions Club Foundation \_

FUNDING AMOUNT REQUESTED						
TOTAL PROJECT COST	ALL SOURCES OF FUNDS RECEIVED IN PRIOR YEARS		STATE FUNDS REQUESTED	OTHER SOURCES OF FUNDS REQUESTED	FUNDING REQUIRED IN SUCCEEDING YEARS	
	FY: 2017-2018	FY: 2018-2019	FY:2019-2020	FY:2019-2020	FY:2020-2021	FY:2021-2022
PLANS						
LAND ACQUISITION						
DESIGN						
CONSTRUCTION						
EQUIPMENT						
<b>TOTAL:</b>						
<b>JUSTIFICATION/COMMENTS:</b>						

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

Applicant: \_\_\_\_\_ Ewa Beach Lions Club Foundation

Contracts Total: \_\_\_\_\_ -

	<b>CONTRACT DESCRIPTION</b>	<b>EFFECTIVE DATES</b>	<b>AGENCY</b>	<b>GOVERNMENT ENTITY</b> (U.S. / State / Haw / Hon / Kau / Mau)	<b>CONTRACT VALUE</b>
1					
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