

**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:

Hawaiian Hope Org

Amount of State Funds Requested: \$63,532

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

In 2018 Hawaiian Hope Org refurbished and gave away over 1,000 free computers to low income families. This was accomplished with NO state, city or federal grants. Hawaiian Hope Org is respectfully asking for a state grant to assist in retooling, upgrading our production infrastructure and expanding our capacity to refurbish computers. With retooling and expanded capacity we will be able to help more low income families get computers and ultimately expand their options for work, school and homework. The retooling portion will assist us for several years, not just a single year.

Amount of Other Funds Available:

State: \$ - 0 -
Federal: \$ - 0 -
County: \$ - 0 -
Private/Other: \$ 10,000 Pending

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

\$ - 0 -

Unrestricted Assets:

\$ <1,000 Cash, >\$50,000 Inventory&Parts

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:

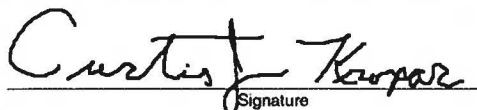
P. O. Box 17948

City: Honolulu State: HI Zip: 96817

Contact Person for Matters Involving this Application

| | |
|-------------------------------------|------------------------------|
| Name: Curtis Kropar | Title: Executive Director |
| Email: HopeMail@HawaiianHope.org | Phone: 808.352.8800 |

Federal Tax ID#: State Tax ID#

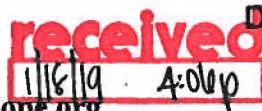

Signature

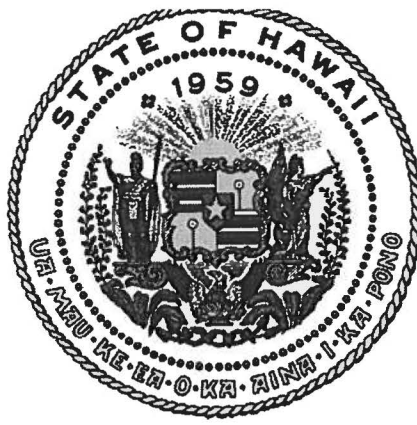
Curtis Kropar, Executive Director

Name and Title

1/18/2019

Date Signed





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

HAWAIIAN HOPE ORG

was incorporated under the laws of Hawaii on 08/25/2015 ; 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 18, 2019

Director of Commerce and Consumer Affairs

To check the authenticity of this certificate, please visit: <http://hbe.ehawaii.gov/documents/authenticate.html>
Authentication Code: 322436-COGS_PDF-252804D2

**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.

HAWAIIAN HOPE ORG

(Typed Name of Individual or Organization)


Signature

Jan 18, 2019

(Date)

Curtis Kropar

(Typed Name)

Executive Director

(Title)

Public Purpose :

Yes, The grant will be used for a Public Purpose.

The Grant will be used for the purpose to expand and assist in retooling and upgrading our production infrastructure and expanding our capacity to refurbish computers. With retooling and expanded capacity **we will be able to process a larger quantity of donations** and help more low income families get computers and ultimately expand their options for work, school and homework.

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;

Hawaiian Hope Org is an established -all volunteer- technology based 501(c)(3) non profit organization. Our primary function is to provide IT based services to other non profit organizations, clean and sober houses, prisoner re-entry programs and low income families, including people that are homeless.

Hawaiian Hope Org has been in operation since 2006, and processed tens of thousands of donations.

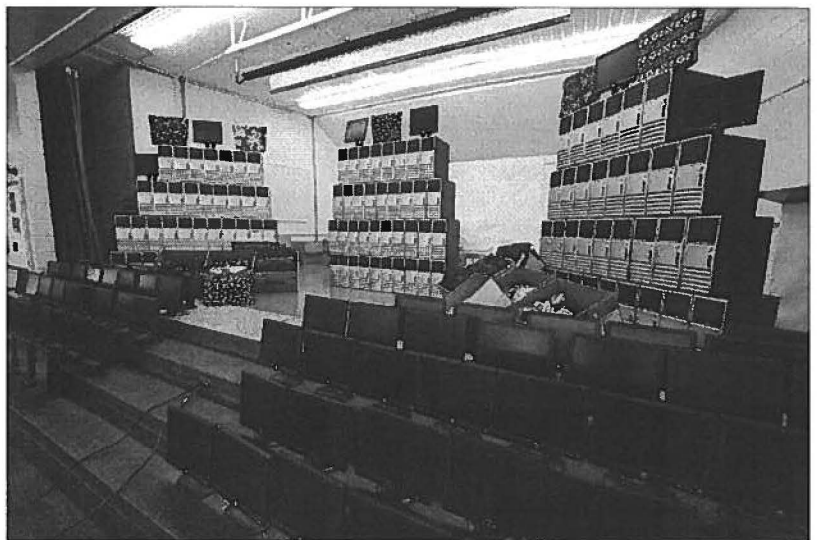
Our volunteers have a diversity of experience including former employees from Microsoft, Intel, Boeing Aircraft and the military. In addition, our Executive Director has a career spanning 35+ years in the IT and technology industry.

Hawaiian Hope provides a variety of IT and technology related services including computer network installations, data backup and recovery, website hosting, computer repairs and upgrades. These services are performed with a strong focus on training as one of our main goals is to train low income people technology skills so they may seek better employment.

In one of our programs we receive donations of computer hardware from individuals, companies and government agencies. Then our tech trainees refurbish the computers, keeping them out of the landfill, and redistribute the computers to those in need as well as other non profit organizations.

In 2018 we refurbished and donated out over 1,000 free computers to low income families, with over 200 computers being given as Christmas Gifts. and over 100 computers given to former homeless vets. To date we have refurbished and redistributed thousands of computers for free.

This photo represents a very small example of the equipment we get in and in turn give away.



2. The goals and objectives related to the request;

Our goals for this request are very simple.

- To drastically increase our processing capability of our inbound donations.
- To give away 2,000 free computers in FY 2020

In 2018 we received **thousands** of computers in as donations. In just 4 pickups we received over 1,100 Laptops, and throughout the year we received thousands of additional computers and components.

Also, during 2018 we refurbished and donated out over 1,000 of those computers to low income families for free, with many going to school children. Our goal for this request is to be able to double that.

3. The public purpose and need to be served;

The Grant will be used for the purpose to expand and assist in retooling and upgrading our production infrastructure and expanding our capacity to refurbish computers. With retooling and expanded capacity we will be able to process a larger quantity of donations and help more low income families get computers and ultimately expand their options for work, school and homework.

Computers and technology are no longer a "nice to have" but instead are a fundamental need in today's society. Getting even the most basic jobs now require use of a computer. Even if you are not using a computer as a primary function to do the job, it is still very likely you will have to use a computer to fill out the job application online, get your work schedule or even submit your time card.

Likewise, education is now highly dependent on technology, and even requires students as young as 10 years old to do research online and email homework in as part of their grade. If a family can not afford to purchase a computer, there are limited options available for their children to get their homework done. Considering that grades can be directly dependent on access to a computer, this can also inhibit the ability to get scholarships for higher education.

These and other highly technology dependent functions are exactly the things that low income families need, however are often deprived of because of their lack of access to the technology. Often, those that need it the most are least likely to have access to it.

4. Describe the target population to be served; and

The target population is low income individuals and families. In addition we will serve other non profit organizations, homeless shelters, clean and sober houses and prisoner re-entry programs. These facilities and organizations often use our computers to establish computer classrooms and training centers for their clients, thus multiplying the reach and impact that a single computer can have.

5. Describe the geographic coverage.

Statewide, with a primary focus on the island of Oahu
During 2018 our services reach families all over the state.

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;

The overall scope of work is to use our existing inventory and combine it with the constant new inbound inventory, then refurbish and distribute these computers to low income individuals throughout the state.

Tasks for this project include (not in specific order):

- a) evaluate existing inventory and new inbound inventory to determine computers that are capable of being refurbished.
- b) strip non repairable computers keeping useable parts
- c) transfer truly dead hardware to an e-waste recycler.
- d) follow our SO P's on the procedures of:
 - wiping and testing computer hard drives.
 - testing the computer for performance and stability.
 - reinstalling the operating system for the computer
 - install additional free and educational software for use on the computer.
- e) track and fulfill requests for computers as we receive them from clients.
- f) make arrangements for clients to pick up their computers, or for us to deliver them for larger distributions.
- g) schedule larger distribution events with partner organizations and the community.
- h) evaluate progress each week and make adjustments when necessary.
- I) order parts to replace missing or damaged items.
- j) recruit and train new volunteers.
- h) report results of our progress and success to the granting department

Responsibilities :

As we have been doing this for years, the following is our normal operations :

- Executive Director assigns each volunteer their tasks as they schedule their time each week.
- Meetings are held with volunteers to judge progress and discuss any potential complications.
- The Executive Director does initial interviews, training and evaluation of new volunteers, then pairs them with experienced volunteers to continue training.
- New volunteers are further trained by existing volunteers starting with step one of our SOP's. AS a volunteer shows proficiency in a task, they are introduced to a new task and procedure
- Office volunteers assist in gathering statistics and information of inbound and outbound donations, generating donations receipts and recruiting volunteers.
- Board Members assist with pickups and deliveries of donations when necessary, and assist in other logistical matters as well. This keeps Board Members active and aware of our needs and progress, and as well in tune with our clients needs and satisfaction.

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

As a reminder, in 2018 we accomplished giving away over 1,000 computers, with no state funding. With proper funding and expanding our capabilities, this goal of doubling our output is very realistic. Mass Give aways typically happen at Title 1 elementary schools, where the kids take computers home for their own use, not for the school. In 2018, we did 500 computers in 2 mass give aways, and 200 computers for Christmas

FY2020 :

- Q1 - Place orders for tools and needed components. Set up and install tools.
- Perform first mass computer give away, roughly 300 computers in September.
- Q2 - Perform 2nd mass computer give away, roughly 300 computers in November.
- Perform a Christmas Give Away of roughly 400 computers.

This will put us at 1,000 computers in 6 months.

- Q3 - Perform 3rd Mass Give Away roughly 300 computers in March
- Q4 - Perform 4th Mass Give Away roughly 300 computers in May

This leaves a balance of 400 computers to hit a total of 2,000. These computers will likely be handed out throughout the year on an ad hoc basis to those that do requests. As an example, in 2018 we provided over 100 computers to the VA as they placed formerly homeless vets into housing. we anticipate at least the same results during 2020. In addition as homeless people move out of the shelters and into permanent housing, we provide them with a computer if their case managers request it for them.

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

Our normal procedures are to track all inbound and outbound donations of computer hardware. As equipment is moved in or out it is inventoried as to quantities and who provided or received the hardware.

If for some reason our inventory starts to run low, we simply need to send out a request for hardware and the donations historically come in, in mass quantities, often hundreds at a time.

Improving on our results of the previous years is automatically possible by improving the quality of tools and infrastructure we are operating with. Since we are setting out to accomplish a very specific quantity driven goal, we simply need to schedule the give aways to hit the goal.

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.

Our measure of effectiveness is very simplistic. Since our goal is to hit a predetermined number of computers for redistribution to low income families, we have a very straightforward target and quantity to achieve each quarter. Our results will be reported monthly, quarterly or in another period, to the agency depending on their preference and requirements.

As in 2018 we distributed 1,000 computers in one year, we know the volume of hardware that must be processed each week in order to hit this goal. For this grant our measurements are very straightforward.

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
- b. Personnel salaries and wages
- c. Equipment and motor vehicles
- d. Capital project details
- e. Government contracts, grants, and grants in aid

- Included

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 |
|-------------|-------------|------------|------------|-------------|
| \$29,032.00 | \$17,700.00 | \$8,400.00 | \$8,400.00 | \$63,532.00 |

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

Hawaiian Hope Org has no state, city or federal grants and does not intend to apply for any at this time. All of our existing funding is through donations and fee for services. No other specific funding has been sought so far for fiscal 2020.

Considering Fiscal year 2020 ends 18 months from now, we have yet to consider or research all grants that may be available to us. Most funding sought will be in the form of foundations, corporate and private grants and donations.

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.

--- not applicable --- Hawaiian Hope Org has no state, city or federal grants or contracts.

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

"assets" is both cash and physical items. On December 31st we had :

- A total of \$5,200 cash in the bank.
- A total of over 2,000 computers in inventory for a valuation of over \$50,000

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.

As stated on the cover and background pages, this is an existing project run by an all volunteer staff since 2006.

Using the methods, training, procedures and volunteers we have, we have already refurbished and redistributed thousands of computers. **In 2018 we refurbished and donated out over 1,000 free computers to low income families.**

We have a volunteer staff with a core base of over 20 volunteers putting in hundreds of hours of time a week.

The Executive Director of Hawaiian Hope Org, Curtis Kropar. is an IT professional with 35 years of experience in the field of IT and technology as a business owner and supervisor. In addition, Mr Kropar has spent 15 years teaching IT and technology classes at 3 schools and a university. Classes included evening adult education and a specialty program for gang kids and low income kids. Mr. Kropar has taught over 5,000 people in the classroom.

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.

Hawaiian Hope Org has existing offices located in Kakaako on South Street, In Waianae on Farrington Highway, and in addition utilizes 2 off site storage lockers to accommodate our inventory. As of this writing, we have approximately 2,500 computers in inventory.

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 Executive Director of Hawaiian Hope Org, Curtis Kropar, is an IT professional with 35 years of experience in the field of IT and technology as a business owner and supervisor. In addition, Mr Kropar has spent 15 years teaching IT and technology classes at 3 schools and a university. Classes included evening adult education and a specialty program for gang kids and low income kids. Mr. Kropar has taught over 5,000 people in the classroom.

In addition, Hawaiian hope Org has volunteers that are former employees of companies such as Microsoft, Intel, Boeing Aircraft and the military

Using this solid experiences, Hawaiian Hope Org has a primary function of tech education and training. **IT - IS what we do.**

Hawaiian Hope Org has established Standard Operating Procedures (SOP's) that are taught to all staff. Regardless of past experience, whether novice or expert, all staff are taught and expected to adhere to these standards. In addition to proper training, this process ensures that we deliver services in a consistent predictable manner and allows us to eliminate mistakes and time consuming complications.

Hawaiian Hope Org is a fully volunteer organization. While we are a volunteer organization, we are well established with a dedicated, experienced and long term volunteer base as many of our volunteers have been with us for years. As new volunteers are brought on board, our experienced volunteers are tasked with training the new recruits with our SOP's, step by step. This ensures the integrity and consistency of the training and the end product.

Using this approach we have already refurbished and redistributed thousands of computers, with 1,000 computers in 2018 alone.

Regarding Service Capacity,

While 2,000 computers may sound like a lot, it is well within our capacity to accomplish this task. Our volunteers are taught to work on 4 to 8 computers at a time. Start one on a task and switch to another computer while waiting for the first one to complete. AS an example, 105 computers that were given to the kids in Hau'ula elementary school. With 4 techs working on this project, **we completed all 105 computers in 10 hours.**

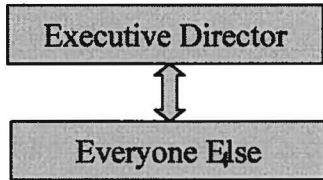
With the proper conditions in our tech center, with 5 techs working at a time, and through a process called "imaging" we can produce an output of 20 computers every 60 minutes when in "full production" mode. Keeping this in mind, It is possible for us to process over 50 - 100 a day.

This Grant request will allow us to expand our capabilities to work on roughly 30 computers at a time, and increase our maximum hourly output to potentially 60 computers per hour.

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.

As we are a very small operation, all volunteers report directly to the Executive Director.



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 ---

Hawaiian Hope Org has no paid staff and is running as a fully volunteer organization since 2006

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.

--- not applicable ---

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.**

This grant request for this project is expected to be a one time request.


Hawaiian Hope Org has never received a government grant before : city, state or federal.
This grant request is for an existing project where, for the most part, we are self sustaining and receive a large percentage of our cash donations from corporate donors, foundations and individuals.

The main purpose of this grant request is to enhance our internal infrastructure and retool our capabilities so that we may process a much higher volume of both our inbound and outbound hardware donations. **Receiving this grant will not only help us for a single year, but the retooling aspect will help us for years to come. The retooling aspect is expected to assist us for a period of 3-4 years or longer.**

BUDGET REQUEST BY SOURCE OF FUNDS

Period: July 1, 2019 to June 30, 2020

Applicant: _____

| 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 | 0 | 0 | 0 | 0 |
| 2. Payroll Taxes & Assessments | 0 | 0 | 0 | 0 |
| 3. Fringe Benefits | 0 | 0 | 0 | 0 |
| TOTAL PERSONNEL COST | 0 | 0 | 0 | 0 |
| B. OTHER CURRENT EXPENSES | | | | |
| 1. Airfare, Inter-Island | 0 | | | |
| 2. Insurance | 0 | | | |
| 3. Lease/Rental of Equipment | | | | |
| 4. Lease/Rental of Space | 33,600 | | | |
| 5. Staff Training | | | | |
| 6. Supplies | | | | |
| 7. Telecommunication | | | | |
| 8. Utilities | | | | |
| 9 Retooling | 11,332 | | | |
| 10 Parts and Components | 18,600 | | | |
| 11 | | | | |
| 12 | | | | |
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| 17 | | | | |
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| 20 | | | | |
| TOTAL OTHER CURRENT EXPENSES | 63,532 | | | |
| C. EQUIPMENT PURCHASES | 0 | | | |
| D. MOTOR VEHICLE PURCHASES | 0 | | | |
| E. CAPITAL | 0 | | | |
| TOTAL (A+B+C+D+E) | 63,532 | | | |
| SOURCES OF FUNDING | | Budget Prepared By: | | |
| (a) Total State Funds Requested | 63,532 | Curtis Kropar | 808.352.8800 | |
| (b) Total Federal Funds Requested | 0 | Name (Please type or print) Phone | | |
| (c) Total County Funds Requested | 0 | | 1/18/2019 | |
| (d) Total Private/Other Funds Requested | 0 | Signature of Authorized Official Date | | |
| TOTAL BUDGET | 63,532 | Curtis Kropar, Executive Director  _____ Signature | | |

| DESCRIPTION EQUIPMENT | NO. OF ITEMS | COST PER ITEM | TOTAL COST | TOTAL BUDGETED |
|-----------------------|--------------|---------------|------------|----------------|
| | | | \$- | |
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| | | | \$- | |
| TOTAL: | | | | |

JUSTIFICATION/COMMENTS:

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

JUSTIFICATION/COMMENTS:

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 | -- N/A -- | | | | | |
| LAND ACQUISITION | -- N/A -- | | | | | |
| DESIGN | -- N/A -- | | | | | |
| CONSTRUCTION | -- N/A -- | | | | | |
| EQUIPMENT | -- N/A -- | | | | | |
| TOTAL: | | | | | | |

JUSTIFICATION/COMMENTS:

GOVERNMENT CONTRACTS, GRANTS, AND / OR GRANTS IN AID

Applicant: _____

Contracts Total: _____

| | CONTRACT DESCRIPTION | EFFECTIVE DATES | AGENCY | GOVERNMENT ENTITY (U.S. / State / Haw / Hon / Kau / Mau) | CONTRACT VALUE |
|----|-----------------------------|------------------------|---------------|---|-----------------------|
| 1 | -- N/A -- | | | | |
| 2 | -- N/A -- | | | | |
| 3 | -- N/A -- | | | | |
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