

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



A handwritten signature in black ink, appearing to read 'S. Sue', is written over a horizontal line.

STEVE SUE, CHAIRMAN
PRINT NAME AND TITLE

1/15/20
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 05, 2020

Director of Commerce and Consumer Affairs

**DECLARATION STATEMENT OF
APPLICANTS FOR GRANTS PURSUANT TO
CHAPTER 42F, HAWAII REVISED 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) 1/8/20
(Date)

Steve 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, 2019.

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.

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;

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 eight years, our Lemonade Alley program has raised more than \$100,000 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. Now in its 2nd year, Project Lemon Tree (PLT), a project-based learning outdoor curriculum, has grown from 17 classes initially to more than 60 currently, of which 33% are considered Title I and 40% of the students identify as Pacific Islanders.

2. The goals and objectives related to the request;

Environmental awareness and respect for the environment should begin in early education. 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 DOE 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.

A Tree Planting Consortium has been formed consisting of Bizgenics Foundation and members of other organizations including DLNR DOFAW, Hawaii Public Health Institute, Kokua Hawaii Foundation, Kupu, Malama Learning Center, Malama Maunaloa, Okahara & Associates, Inc., Smart Trees Pacific, Steve Nimz & Associates, UH West Oahu, Oahu Farm to School Network, and Waianae Mountains Watershed Partnership to establish best practices for tree planting and support the project in various ways.

In addition, Bizgenics Foundation plans to integrate our PLT curriculum model with the DOE Tree Selection guide and Maintenance manual to TCIA A300 standard that Trees for Honolulu's is proposing to develop in a separate GIA request.

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.

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:

Objective 1: To adequately implement PLT at any school which participates in the program. Bizgenics has already received interest from more than 60 schools not currently in the program statewide, currently more than we have capacity to accommodate. If awarded, the grant resources will enable Bizgenics to hire dedicated staff to service schools, especially on the neighbor islands, by coordinating the distribution of lemon trees and curriculum, and facilitate design-thinking sessions to plan out appropriate planting locations with proper maintenance.

Objective 2: To build a bridge between participating schools and partner organizations/businesses with assistance from the Tree Planting Consortium by presenting this program as an opportunity to support our youth and form a continuous relationship for ongoing and future projects.

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.

Objective 4: To identify alternative means of resources such as grants, sponsorships, and in-kind donations to further advance the program.

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;

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 Professor Tom Crowther at the Swiss University ETH Zürich, tree planting is vital to reverse the current trends of rising greenhouse gas emissions. "... new quantitative evaluation shows [forest] restoration isn't just one of our climate change solutions, it is overwhelmingly the top one." (Carrington, Damian. "Tree planting 'has mind-blowing potential' to tackle climate crisis." *The Guardian*. July 4, 2019.)

Hawaii, as an island community, is particularly impacted as we have seen with our native koa trees and rapid ohia 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, DOE Deputy Superintendent Phyllis Unebasami, Complex Area Superintendent Ruth Silberstein, and covered by Hawaii News Now.

According to Katrina Kuo, 11th Grader at Kalani High School and Project Manager of the Jefferson Elementary Pergola Build Project, "It was truly inspiring to witness a community brought together to positively transform a torched playground to a beautiful pergola for lemon trees in the PLT build project at Jefferson Elementary. Throughout the project, I gained many valuable critical thinking, presentational, and management skills. For instance, not only did I learn how to build a pergola scale model to help others understand engineering and mechanics of how a trellis should be constructed, but I also had the opportunity to create a poster board presentation to share the project process. This project taught me how to facilitate the process of building a pergola, initiate weekly follow-up reports, along with collaborating with organizations and peers. Especially after hearing how the lemon trees under the pergolas could help reduce carbon dioxide emissions in our atmosphere and the gardening space will be used to teach children about the importance of sustainability, my motivation to engage in community service of helping our community, environment, and education system grew."

4. Describe the target population to be served; and

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 around 400 public, charter schools, and 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 I Schools and schools serving large concentrations of lower-income students.
- Hawaiian Charter Schools and schools serving large concentrations of students of Hawaiian ancestry.

Of the nearly 800 students participating in PLT in the current 2019-20 school year, almost half are Pacific Islanders from Title I Schools.

5. Describe the geographic coverage.

Registrations for PLT are open to all schools statewide. Selection of planting grounds are made, in part, towards the goal of reaching neighboring islands. Now in the middle of the 2nd year of implementation during the 2019-20 school year, there are more than 30 schools in the cumulative total participating on Oahu, Maui, Kauai, Hawaii Island, and Molokai.

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:

1. Introduction and Orientation

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.

Bizgenic's 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.

2. Distribution of Trees and Curriculum.

During the school year, trees and workbooks will be distributed to schools. 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

3. Implementation

Bizgenics hopes to add two qualified staffing positions for the 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.

Members of the Tree Planting Consortium have already agreed to outreach to their partner schools, offer training, and provide examples of successful projects. For example, the Oahu Farm to School Network can provide educational workshops through STEMgrows series to share best practices or develop curriculum with teachers, Landscape Architects Okahara and Associates, Inc. can provide landscape and tree planting design and consultation, Malama Learning Center can provide lessons on grafting and growing lemon trees in combination with native Hawaiian trees in agro-forestry test plots in Leeward Oahu while also serving as a supplier of the trees for schools in the region, and Malama Maunualua can provide site assessment planning tools and guidance on rain garden installation.

4. Tracking Student and Community Impacts.

Before schools accept their trees, principals must sign an agreement to work with school teachers to incorporate the supporting curriculum into teacher lesson plans, sign a waiver that they understand that DOE's Office of Facilities & Operations doesn't support fruit tree planting and maintenance and all tree maintenance expenses will be independently provided by the school, and review the maintenance plan guideline with their custodians. 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;

<p>July – September 2020</p>	<p>Start of school year, PLT staff to visit schools, provide site training, lead design thinking sessions, and distribute curriculum. Offer Training Session for Professional Development credit to familiarize teachers with curriculum.</p>
<p>October – December 2020</p>	<p>PLT staff to visit schools that planted their lemon trees during the previous school year. Check on the schools progress and wellbeing of the trees. Continue to register schools to receive lemon trees. Offer Training Session for Professional Development credit to familiarize teachers with curriculum.</p>
<p>January – March 2021</p>	<p>Tree distributions from CTAHR's greenhouse and begin plantings. PLT staff continue to visit schools and offer support. Partner organizations from the Tree Planting Consortium to provide trainings and resources.</p>
<p>April – June 2021</p>	<p>Collect data from 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

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.
- 150 classes cumulative total served that have planted lemon trees and received supporting curriculum
 - 3,000 students cumulative total engaged in the program
 - 3,000 curriculum workbooks cumulative total distributed
 - 50% of participating classes served are from Title I Schools or schools serving large concentrations of lower-income students.
 - 50% of participating classes served are from 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.

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 2021.

Quarter 1	Quarter 2	Quarter 3	Quarter 4	Total Grant
\$43,316.75	\$43,316.75	\$43,316.75	\$43,316.75	\$173,267.00

3. The applicant shall provide a listing of all other sources of funding that they are seeking for fiscal year 2021.

- Kamehameha Schools
- American Savings Bank
- Kaulunani Urban and Community Forestry Program

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 2021 for program funding.

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

6. The applicant shall provide the balance of its unrestricted current assets as of December 31, 2019.

\$60,289.31 (unaudited)

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.

Bizgenics Foundation was founded in 2012 as a Honolulu-based 501(c)(3) non-profit organization that grew out of 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.

Besides conceiving and launching Project Lemon Tree (PLT), Bizgenics 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 more than 2,000 youth participants that have raised over \$100,000 for more than 50 charities.

In 2019 Bizgenics launched 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 more than 6,000 high school students and mentors from 26 countries. Recently, Bizgenics completed a pilot program with around 40 students in Punahou School's Entrepreneur's Club, demoed the software to 168 DOE teachers at the iTeach Conference, and provided professional development training to 20 DOE teachers, who will be implementing a learning program using BizzyB in their classroom during the upcoming year. Currently, BizzyB is undergoing transformation to a freemium model which will then be marketed globally by Summer 2020.

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.

PLT activities will be primarily facilitated within students' school facilities and potentially at partner organization sites.

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.

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 (PLT), Steve is in constant contact with community partners, while strategically forming new relationships to further the program. He oversees the development of PLT's curriculum and graphic designing of our youth friendly materials.

Bizgenics plans to hire a Program Director and Program Assistant to support PLT under Steve. The ideal candidates will be inspirational, energetic, technologically savvy, a superb communicator, and will be able to employ a collaborative leadership style.

The Program Director will identify and execute strategies for outreach to prospective and current schools, including coordination with community partners. The Program Director, at the direction of the Board, will also establish relationships with business partners to ensure appropriate support and pathways for the program to be self-sustaining.

The Program Director is responsible for working closely with the program facilitator, teachers, and school administrators to ensure consistency and quality of the PLT program. This includes monitoring project outcomes, student success, and faculty engagement.

Specific tasks include but are not limited to:

- Champion program quality, consistency, and growth
- The use of data—including but not limited to learning outcomes assessment data—to drive decisions and make ongoing improvements to curriculum, and program development.
- Continually look for opportunities for engagement with program initiatives
- Participate in community committees, as appropriate.
- Manage personnel and budgets within the PLT program.

The Program Facilitator is responsible for the program administration and assisting in implementing the day to day training and distribution of PLT curriculum and supplies for students, teachers, and schools.

The facilitator will possess:

- Strong facilitation skills that align with working with students and faculty to implement PLT.
- Strong communication skills to foster relatable relationships with both students and staff.
- Ability to train, direct and delegate responsibility to teachers and schools when applicable.

The Program Facilitator reports to the Program Director and primary duties include:

- Program administrative functions
- Plan, facilitate, and implement daily program and activities
- Actively engage teachers and schools in regards to PLT.
- Assist with coordinating program activities with school staff where appropriate

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.

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.

- Program Director (Part-Time Employee) - \$18,000
- All others are volunteers.

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

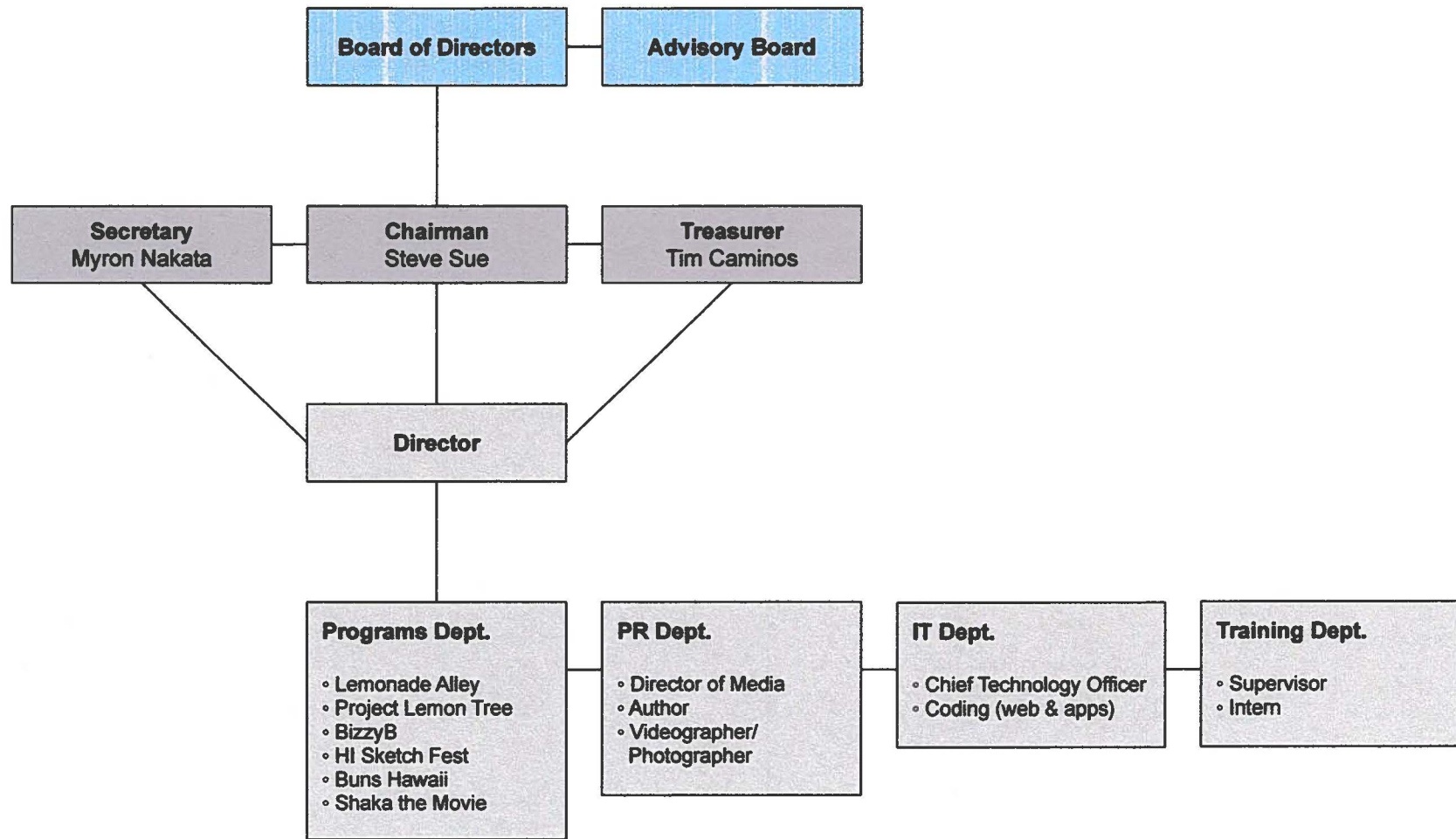
The applicant shall provide a plan for sustaining after fiscal year 2020-21 the activity funded by the grant if the grant of this application is:

- (a) Received by the applicant for fiscal year 2020-21, but
- (b) Not received by the applicant thereafter.

Project Lemon Tree (PLT) has developed an "Adopt a Class" model. For \$300, a company can adopt a PLT class 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 approximate \$175,000 annual budget goal, the potential strategy is to identify at least two large funders at \$50,000 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. In the future, Bizgenics may explore developing a social venture utilizing lemon products from the trees and sharing revenue with the school to partially sustain the program.




Organizational Chart



BUDGET REQUEST BY SOURCE OF FUNDS

Period: July 1, 2020 to June 30, 2021

Applicant: Bizgenics Foundation (fka Bizgym Foundation)

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	95,300			
2. Payroll Taxes & Assessments				
3. Fringe Benefits	19,060			
TOTAL PERSONNEL COST	114,360			
B. OTHER CURRENT EXPENSES				
1. Airfare, Inter-Island Travel	5,451			
2. Insurance				
3. Lease/Rental of Equipment				
4. Lease/Rental of Space				
5. Staff Training				
6. Supplies	1,080			
7. Telecommunication				
8. Utilities				
9. Curriculum	24,876			
10. Trees				10,000
11. Marketing	3,000			
12. Website & Hosting				3,500
13. Contractor Services	10,000			
14. Indirect Costs	14,500			
15				
16				
17				
18				
19				
20				
TOTAL OTHER CURRENT EXPENSES	58,907			13,500
C. EQUIPMENT PURCHASES				
D. MOTOR VEHICLE PURCHASES				
E. CAPITAL				
TOTAL (A+B+C+D+E)	173,267			13,500
SOURCES OF FUNDING		Budget Prepared By:		
(a) Total State Funds Requested	173,267	Tim Caminos/Minette Low-McCabe 808-220-6449		
(b) Total Federal Funds Requested		Name (Please type or print) Phone		
(c) Total County Funds Requested				
(d) Total Private/Other Funds Requested	13,500	Signature of Authorized Official Date		
TOTAL BUDGET	186,767	Steve Sue, Chairman		
		Name and Title (Please type or print)		

BUDGET JUSTIFICATION - PERSONNEL SALARIES AND WAGES

Period: July 1, 2020 to June 30, 2021

Applicant: Bizgenics Foundation (fka Bizgym Foundation)

POSITION TITLE	FULL TIME EQUIVALENT	ANNUAL SALARY A	% OF TIME ALLOCATED TO GRANT REQUEST B	TOTAL STATE FUNDS REQUESTED (A x B)
Program Director	1	\$65,760.00	100.00%	\$ 65,760.00
Program Facilitator	1	\$48,600.00	100.00%	\$ 48,600.00
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
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				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
TOTAL:				114,360.00
JUSTIFICATION/COMMENTS:				

BUDGET JUSTIFICATION - EQUIPMENT AND MOTOR VEHICLES

Period: July 1, 2020 to June 30, 2021

Applicant: Bizgenics Foundation (fka Bizgym Foundation)

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

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

BUDGET JUSTIFICATION - CAPITAL PROJECT DETAILS

Period: July 1, 2020 to June 30, 2021

Applicant: Bizgenics Foundation (Bizgym Foundation)

FUNDING AMOUNT REQUESTED						
TOTAL PROJECT COST	ALL SOURCES OF FUNDS RECEIVED IN PRIOR YEARS		STATE FUNDS REQUESTED	OF FUNDS REQUESTED	FUNDING REQUIRED IN SUCCEEDING YEARS	
	FY: 2018-2019	FY: 2019-2020	FY:2020-2021	FY:2020-2021	FY:2021-2022	FY:2022-2023
PLANS	NOT APPLICABLE					
LAND ACQUISITION						
DESIGN						
CONSTRUCTION						
EQUIPMENT						
TOTAL:						
JUSTIFICATION/COMMENTS:						

GOVERNMENT CONTRACTS, GRANTS, AND / OR GRANTS IN AID

Applicant: Bizgenics Foundation (fka Bizgym Foundation)

Contracts Total: \$0

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	CONTRACT DESCRIPTION	EFFECTIVE DATES	AGENCY	GOVERNMENT ENTITY (U.S. / State / Haw / Hon / Kau / Mau)	CONTRACT VALUE
1	NOT APPLICABLE FOR 2020-21				
2					
3					
4					
5					
6					
7					
8					
9					
10					
11					
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