

**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:

Pacific & Asian Affairs Council

N/A

Amount of State Funds Requested: \$ 125,000

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

The Pacific & Asian Affairs Council (PAAC) requests Grant-in-aid funds to support its High School Global Education Program for youth ages 13-18 statewide. Guided by our vision to empower youth to successfully navigate an increasingly interconnected world and create a more inclusive, just, peaceful, and equitable global society, we will serve high school students statewide through a wide variety of activities that explore global issues, diverse cultures, and develop 21st century skills. This grant will help to support our goal of engaging Hawaii's underserved populations.

Amount of Other Funds Available:

State: \$ 0

Federal: \$ 0

County: \$ 93,750

Private/Other: \$ 215,250

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

\$ 0

Unrestricted Assets:

\$ 125,707.98

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:

1601 East-West Rd. 4th Floor

City: State: Zip:

Honolulu HI 96848-1601

Contact Person for Matters Involving this Application

Name:
Erin Hoshibata

Title:
Grant Proposal Writer & IVLP Coordinator

Email:
fd@paachawaii.org

Phone:
808-944-7783

Federal Tax ID#:

██████████

State Tax ID#

██████████


Authorized Signature

Niki Shishido, Executive Director

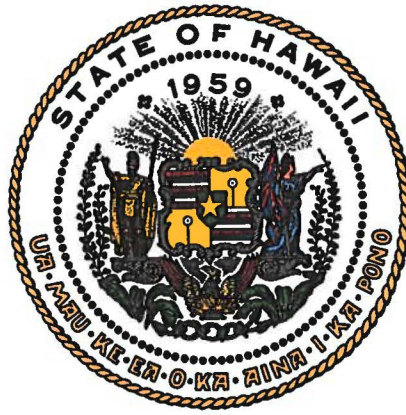
Name and Title

1/17/2020

Date Signed

received
1/17/2020

2:30 pm



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

PACIFIC AND ASIAN AFFAIRS COUNCIL

was incorporated under the laws of Hawaii on 06/20/1950 ;
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, 2020

Catherine P. Owaiki-Celina

Director of Commerce and Consumer Affairs

**DECLARATION STATEMENT OF
APPLICANTS FOR GRANTS PURSUANT TO
CHAPTER 42F, HAWAI'I REVISED STATUTES**

The undersigned authorized representative of the applicant certifies the following:

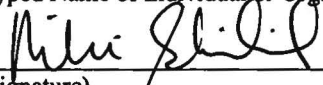
- 1) The applicant meets and will comply with all of the following standards for the award of grants pursuant to Section 42F-103, Hawai'i Revised Statutes:
 - a) Is licensed or accredited, in accordance with federal, state, or county statutes, rules, or ordinances, to conduct the activities or provide 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, Hawai'i 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, Hawai'i 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, Hawai'i 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.

<u>Pacific & Asian Affairs Council</u>	
(Typed Name of Individual or Organization)	
	1/17/2020
(Signature)	(Date)
<u>Niki Shishido</u>	<u>Executive Director</u>
(Typed Name)	(Title)

Section 42F-102: Public Purpose

1. The name of the requesting organization

Pacific & Asian Affairs Council (PAAC)

2. The public purpose for the grant

PAAC's High School Global Education Program (HSGEP) will serve Hawaii's communities by providing youth ages 13-18 with quality opportunities in global education that develop leadership, empathy, and other 21st century skills necessary for long-term success in their careers and lives.

3. The services to be supported by the grant

This grant will support the following four activities of PAAC's HSGEP for fiscal year 2021. Please see section III ("Service Summary and Outcomes") for more details about each activity.

- Afterschool Global Studies Class: 130 students at 8 school sites in 3 counties will have a minimum of 60 contact hours per semester with class teachers and activity curriculum.
- Global Vision Summits: PAAC holds two interschool conferences each year that attract approximately 150 students from 3-4 counties each.
- Global Leadership Program: PAAC holds monthly workshops and guides individual service learning projects for a cohort comprised of 20 students, of which 5 spots are reserved for Hawaii, Maui, and Kauai county participants.
- Study Tour Program: in June 2021, PAAC will implement its Freeman Summer Study Tour to China, which an estimated 14-20 students from 3-4 counties will participate in.

4. The target group to be supported by the grant

This grant will support Hawaii's high school students statewide. These youth range from ages 13-18 and are from diverse socioeconomic, ethnic, religious, and cultural backgrounds. For the Study Tour Program initiative in particular, PAAC will specifically target and serve youth from underserved communities, such as those attending Hawaii, Maui, and Kauai county schools, those attending Title I schools, and those demonstrating financial need

5. The cost of the grant and the budget

The proposed activities will cost \$449,009 in total. The total budget requested from the Thirtieth Legislature for this State Grant in Aid is \$125,000.

II. **Background and Summary**

1. Brief background description of the Pacific & Asian Affairs Council

The Pacific & Asian Affairs Council (PAAC) is a local, independent 501(c)3 education nonprofit organization established in 1954 that empowers Hawaii's youth by promoting greater awareness and understanding of foreign affairs, and developing 21st century skills for their success in community, career, and life. Since its inception, PAAC has engaged more than 94,000 high school students statewide through its primary program, the High School Global Education Program (HSGEP). Every year, the HSGEP engages approximately 2,000 students through a wide variety of activities, including afterschool classes in global studies, interschool conferences, a leadership cohort program, and study tours abroad to the Asia-Pacific region.

2. The goals and objectives related to the request

PAAC believes that every child should have access to quality opportunities in global education, such as the opportunity to learn about different societies, cultures, and peoples, and to travel abroad to learn in-country. As communities worldwide are more interconnected and interdependent in the 21st century than at any other time in history, it follows that Hawaii's youth must be "globally competent": that is, they must be well equipped with relevant skills and prepared to navigate the increasingly complex world they will inherit. To help them achieve such competence, PAAC introduces youth to critical global issues that impact Hawaii, develops their 21st century skills, and opens their minds by exposing them to diverse perspectives and peoples. The following seven goals guide PAAC's mission:

- **Goal:** Youth are provided with first-hand experience/engagement with other cultures.
 - **Objective:** Youth will travel to different countries and directly engage with different cultures.
- **Goal:** Youth develop "global competence": soft skills that include, but are not limited to, leadership, critical thinking, empathy, conflict resolution, understanding multiple perspectives, collaboration, adaptability.
 - **Objective:** Activities will be designed in such a way (i.e. simulations, group discussions) to incorporate use of these skills.
- **Goal:** Youth from diverse backgrounds participate in programs that are in turn committed to diversity and inclusion.
 - **Objective:** Financial assistance will be provided to youth from Hawaii's underserved populations, including youth in Hawaii, Maui, and Kauai counties; youth attending Title I schools.
 - **Objective:** Program participants include youth from Hawaii's public, charter, and private schools, as well as homeschooled youth.
 - **Objective:** Activities will explore multiple perspectives of the issue(s) featured.
- **Goal:** Youth are able to establish relevance of program content to Hawaii, as programming reflects the needs and issues of Hawaii.
 - **Objective:** Activities will connect global issues to their local manifestations in Hawaii.
- **Goal:** Youth's critical thinking on global issues is fostered through program participation.
 - **Objective:** Activities will be centered around the resolution of a complex conflict, expose youth to multiple perspectives, and be solution-oriented, thus requiring youth to utilize critical thinking.
- **Goal:** Youth are encouraged to take action as a result of program participation.
 - **Objective:** Youth will understand that important global issues manifest in their community.
 - **Objective:** Youth will design and participate in service learning projects that empower them and help them understand the importance of civic responsibility.
- **Goal:** Like-minded individuals build community within Hawaii.
 - **Objective:** Activities will bring youth with similar interests together.
 - **Objective:** The diversity of participants will help to forge friendships and connection that transcends socioeconomic status, political beliefs, culture, school attended, etc.

3. The public purpose and need to be served

In 2020, families in the State of Hawaii and each of its counties are suffering from unprecedented hardship resulting from skyrocketing costs of living, an increasing skills and knowledge gap amidst a rapidly changing economy, and low levels of civic engagement (Source: Hawaii Community Foundation, 2019). Properly educating and equipping our youth with relevant knowledge and skills to address this reality has never been more vital to our survival. As Aloha United Way (AUW) and the Hawaii Community Foundation (HCF) asserted in their 2017 ALICE report, this multifaceted challenge spans all sectors of society and, as a result, requires the efforts of multiple stakeholders. As an education nonprofit organization, we at the Pacific & Asian Affairs Council (PAAC) believe that we are one of these stakeholders with a responsibility to ensure our youth's success and well-being.

In 2017, AUW partnered with HCF, Bank of Hawaii Foundation, and Kamehameha Schools to gather data about Hawaii's "Asset Limited, Income Constrained, Employed (ALICE)" population. Findings revealed that 37% of total households statewide are ALICE, while another 11% of Hawaii's households live below the federal poverty level. In total, 48% of Hawaii's households, which span all ethnic groups, demographics, islands, and counties, are ALICE and below. This means that approximately half of all households struggle to afford rent, food, clothing, and childcare (Source: AUW, 2017).

Over the last three years, an average of 76% of PAAC's Study Tour Program participants demonstrated household incomes below \$77,052, the "survival household budget" for a family of four in Hawaii in 2016 (Source: AUW, 2017). We know that the youth we serve are consistently among the many families in Hawaii that are experiencing financial hardship. The three lowest annual household incomes reported by Study Tour Program participants in the last three years were: \$22,242; \$14,500; \$1,507. The average household number of dependents reported by program participants is 2.57. We collect this information to determine our participants' financial need so that we may allocate financial assistance when possible, as funding allows.

On Nov. 7, 2018, the Office of Elections reported that a mere 398,398 of voters, approximately 52.6% of registered voters, cast a ballot for the midterm elections (Source: Hawaii News Now, 2018). There are 1,122,080 individuals in the State old enough to vote, yet 65.5% shunned civic responsibility that day, continuing the trend of civic disengagement observed in our State.

Why is it significant that half of Oahu households struggle to afford basic necessities? That two-thirds of eligible voters do not vote? With parents overwhelmed working two or more jobs to make ends meet, it is understandable that voting may not be a priority for families. This is problematic when the obstacles responsible – lack of stable and viable employment opportunities, lack of savings and assets, widening skills gap, and systemic bias (Source: AUW, 2017) – are matters that require civic engagement to be resolved.

To address these complex issues, families must understand the local and global economic, political, and societal forces responsible for these circumstances. Unfortunately, though they are vital to navigating the complex circumstances that all four State counties currently find themselves in, these topics are not formally introduced or discussed in existing State of Hawaii Department of Education (DOE) curriculum, the curriculum that approximately 80% of Hawaii youth pass through. Consequently, most residents do not have an adequate understanding of the problems impacting their families and communities.

It is unrealistic to expect the much-needed change that AUW, HCF, and major private and public stakeholders envision when the muscle of Hawaii's society – Hawaii's families, including the paralyzed 48% that are ALICE and below – lack the time, resources, knowledge, and skills to design and pursue solutions. We must address this root of the problem.

Since our inception in 1954, PAAC has been the only organization offering year-round activities in global education to high school students. PAAC enriches teens' lives through transformative experiences that teach

them about global issues impacting their communities on a local level (i.e. climate change and rising sea levels; environmental sustainability; media literacy; international relations) while developing critical life skills that prepare them for reality. Over the past six decades, PAAC has received support from the communities it serves, the DOE, various iterations of the State Legislature, generations of Hawaii governors and federal senators and representatives, and longtime programming partners such as the East-West Center. At 66 years of age, we are a stable pillar of Hawaii's education and foreign affairs community.

With 100% of local employers expecting mastery of 21st century skills such as active listening, critical thinking, and collaboration with diverse colleagues, preparing Hawaii's youth for 21st century competence is more critical than ever (Source: Hawaii P-20 Partnerships for Education, 2012). In a 2012 study, the Hawaii P-20 Partnerships for Education conducted a survey among 123 local employers and found that "more than half of new [Hawaii high school graduate] hires" are not prepared for the rigors of Hawaii's current economy. This is disconcerting.

In their 2018 study, two internationally-renowned organizations spearheading research about the positive, lasting impact of global education cited "global competence" as a major precursor for 21st century success for youth worldwide (Source: Organisation for Economic Cooperation and Development, Asia Society, 2018). Characteristics of "global competence" include, among others, leadership and socioemotional skills, active listening, civic learning, critical thinking, and tolerance for cultural diversity and differing views. These are the exact skills that Hawaii education stakeholders such as the DOE and P-20 have identified as critical to students' – and Hawaii's – short and long-term success and sustainability. These are the exact 21st century skills that PAAC believes our youth need to not only address, but overcome, the hardship paralyzing Hawaii today.

4. The target population to be served

Through this grant, PAAC will serve youth ages 13-18 years that attend Hawaii's high schools statewide. For our Study Tour Program initiative in particular, PAAC will specifically target and serve youth from underserved communities, such as those attending Hawaii, Maui, and Kauai county schools, those attending Title I schools, and those demonstrating financial need. As mentioned previously, an average of 76% of our Study Tour Program participants over the last three years demonstrated financial need, with household incomes of \$77,052 or below (the ALICE threshold for a family of four's "survival household budget").

5. Geographic coverage of the request

Hawaii County: An estimated 20 students will participate in PAAC's 2 Afterschool Global Studies Classes at Kealakehe and Waiakea high schools. Students may participate in Global Vision Summits, Global Leadership Program, and Study Tour Program.

Honolulu County: An estimated 100 students will participate in PAAC's 5 Oahu Afterschool Global Studies Classes. An estimated 200 students from Oahu-based schools will attend both Global Vision Summits planned for the fiscal year. An estimated 15 Oahu-based students will participate in the Global Leadership Program.

Kauai County: An estimated 10 students will participate in PAAC's Afterschool Global Studies Class at Kapaa High School. Students may participate in Global Vision Summits, Global Leadership Program, and Study Tour Program.

Maui County: An estimated 5 students will participate in one or more of the following activities in this request: Global Vision Summits, Global Leadership Program, the Study Tour Program.

5 participant spots in PAAC's Global Leadership Program are reserved for youth from Hawaii, Maui, and Kauai counties. Program applications will be received in September 2020.

In general, program participant numbers from any one county or school fluctuate every year. Schools that had strong participation numbers one year may not necessarily have the same numbers the following year. In a similar vein, it is difficult to estimate which counties and schools Study Tour Program applicants will come from.

In total, PAAC expects to serve the following totals for each activity, each of which serves students statewide:

- Afterschool Global Studies Classes: 130
- Global Vision Summits: 300
- Global Leadership Program: 20
- Study Tour Program: 14-20

III. Service Summary and Outcomes

1. The scope of work, tasks and responsibilities

The PAAC staff indicated on our organization chart submitted with this request (please see attached) will be involved in the implementation of these activities. During the fiscal year covered by this grant, we estimate that we will engage **approximately 464-470 students statewide through the 4 HSGEP activities covered by this request:**

- **Afterschool Global Studies Class:** 130 students at 8 school sites statewide will have a minimum of 60 contact hours with class teachers and activity curriculum each semester.
 - Every class is offered each semester and meets twice weekly for approximately two hours each class session. Every semester, participants explore three units that correspond with PAAC's other HSGEP activity topics, and plan and implement a service learning project with the guidance of their teacher.
 - Recent curriculum topics include: climate change, Oceanic arts, nuclear diplomacy, Asian puppetry, Japanese history and culture, and food security.
 - Examples of recent service learning projects include: a class giving a community presentation on marine debris, a class volunteering at a local soup kitchen, and a class designing their own Indonesian culture-influenced puppets and conducting a puppet show for a local elementary school.
- **Global Vision Summits:** PAAC holds two interschool conferences each year that attract approximately 150 students from 3-4 counties each.
 - Approximately 25 schools statewide participate in every Summit.
 - Conferences utilize simulation and discussion-based formats, requiring participants to collaborate with peers from different schools, grade levels, and backgrounds.
 - Examples of recent Summit topics include: media literacy, nuclear diplomacy, people and issues surrounding COFA (Compact of Free Association) nations, and climate change.
- **Global Leadership Program:** PAAC holds monthly workshops and guides individual service learning projects for a cohort comprised of 20 students, of which 5 spots are reserved for Hawaii, Maui, and Kauai county participants.
 - Participants collaborate and bond during a four-day camp at the start of the year.
 - Workshops connect global issues to local manifestations, taking students outside of the classroom and connecting them with the places and individuals working with the issue(s) directly. Students engage in debrief discussions following each workshop.
 - Recent workshop topics have included: civic engagement, with legislators at the Hawaii State capitol; renewable energy, with local nonprofit and startup organizations, global consumption, with visits to local cacao farms.
- **Study Tour Program:** in June 2021, PAAC will implement its Freeman Summer Study Tour to China, which an estimated 14-20 students from 2-4 counties will participate in.
 - This activity takes students out of the classroom and in-country, incorporating experiential learning, site visits, and in-depth discussion.
 - Participants meet with experts from government, the nonprofit and private sectors, academia, and other sectors.
 - A one-week orientation in Hawaii allows participants to prepare for the trip, bond with each other, learn about the country's language, and familiarize themselves with subject matter they will encounter in-country. Participants then spend two weeks in-country.

Please refer to section VI ("Personnel: Project Organization and Staffing") for information about staff tasks and responsibilities as they pertain to this request.

2. Projected annual timeline for accomplishing activities

July 2020

Planning period begins for all four HSGEP activities included in this request.

Aug. 2020

Program outreach for all activities at different schools from all four counties begins. Afterschool Global Studies Class (ASC) coordinator, High School Program Director (HSPD), and Study Tour Director all partake in these outreach efforts. Afterschool Global Studies Class (ASC) teachers at the 8 ASC sites convene for their fall 2020 meeting.

Sept. 2020

ASC coordinator conducts visits at all classes. Classes begin and last through Dec. 2020. Outreach to promote the Dec. 2020 Global Vision Summit (GVS) and the June 2021 Freeman Summer Study Tour to China) begins and lasts through Dec. 2020. Global Leadership Program (GLP) group interview held, participants selected.

Oct. 2020

GLP kicks off with its four-day camp. Evaluation is conducted and processed by HSPD. ASC curriculum writer works on upcoming spring 2021 material, through Jan. 2021.

Nov. 2020

GLP one-day workshop is held, evaluation processed by HSPD. ASC coordinator conducts outreach on Maui County (where PAAC currently does not have a class) to promote HSGEP activities.

Dec. 2020

Fall 2020 GVS is held, activity evaluations processed by HSPD. ASC service learning project components are completed, class teachers submit student grades and evaluations, as well as their own evaluation, and ASC Coordinator processes these evaluations. Applications are due for the Freeman Summer Study Tour to China, students are interviewed by Study Tour Program committee.

Jan. 2021

ASC teacher meeting for spring 2021 semester takes place. The ASC coordinator resumes class visits. GLP one-day workshop is held, evaluation processed by the HSPD. Program outreach for all activities at different schools from all four counties takes place, similar to the beginning of fall 2020 semester.

Feb. 2021

ASC begin and last through May 2021. GLP one-day workshop is held, evaluation processed by HSPD.

March 2021

Spring 2021 GVS is held. Evaluation is processed by HSPD.

April 2021

GLP final workshop, debrief, and end-of-year community showcase event is held, evaluation processed by HSPD.

May 2021

ASC service learning project components are completed, class teachers submit student grades and evaluations, as well as their own evaluation, and ASC Coordinator processes these evaluations. GLP participants complete their service learning projects. Comprehensive GLP evaluation held, processed by HSPD.

June 2021

Freeman Summer Study Tour to China (one week orientation and two week-long in-country program) takes place. Upon study tour completion, evaluation is conducted and processed by the Study Tour Director.

3. Description of quality assurance and evaluation plans for the request

PAAC ensures quality deliverance of its educational services by surveying program participants following completion of activities. PAAC staff adjust their programs in accordance with feedback from previous years' evaluations and direction from PAAC Board of Governors.

PAAC staff administer the evaluations for their respective activities. Evaluations collect quantitative (numbers of students, schools, counties participating in each activity) and qualitative data (depth of experience for individual participants as reflected by their comments, quotes, and stories).

For this grant request, PAAC's Afterschool Class Coordinator will administer the evaluations for our Afterschool Global Studies Classes at our 8 school sites statewide. PAAC's High School Program Director will administer the evaluations for our two Global Vision Summits and our Global Leadership Program activities. PAAC's Study Tour Director will administer the evaluation for our Freeman Summer Study Tour to China. The feedback collected will be evaluated by the administering staff, as well as PAAC's Executive Director and Board of Governors. In particular, board members on PAAC's Executive Committee help to assess whether the objectives set for past activities have been met.

4. The measures of effectiveness that will be used to assess achievement

- Number of youth participating in each activity
- Number of schools represented at each activity
- Number of counties represented at each activity
- For the Freeman Summer Study Tour to China: number of youth from the underserved communities identified previously (Hawaii, Maui, or Kauai county youth; youth attending Title I schools)
- For the Freeman Summer Study Tour to China: amount of financial aid administered to youth demonstrating financial need. We determine how much assistance applicants receive based on their household income, number of dependents, and amount of funds we have available.

IV. Financial

1. Please see attached the following budget components

- 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

2. Anticipated quarterly funding requests for the fiscal year 2021

Quarter 1	Quarter 2	Quarter 3	Quarter 4	Total Grant
\$31,500	\$29,375	\$31,375	\$32,750	\$125,000

3. Other sources of funding sought for fiscal year 2021

Grants

- Atherton Family Foundation
- Freeman Foundation
- G.N. Wilcox Trust
- Hawaiian Electric Industries Charitable Foundation
- Hawaii Lodging & Tourism Association (Oahu Charity Walk)
- Honolulu City & County Grant-in-Aid
- Mamoru & Aiko Takitani Foundation
- McInerny Foundation

4. List of all state and federal tax credits granted within the last three years

Not applicable

5. Government contracts, grants, and grants in aid granted within the last three years

- City & County of Honolulu Grant-in-Aid (FY20)
- City & County of Honolulu Grant-in-Aid (FY19)
- City & County of Honolulu Grant-in-Aid (FY18)

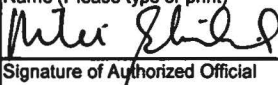
6. Balance of unrestricted current assets as of December 31, 2019

\$125,707.98

BUDGET REQUEST BY SOURCE OF FUNDS

Period: July 1, 2020 to June 30, 2021

Applicant: Pacific & Asian Affairs Council

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	78,275	0	90,150	96,225
2. Payroll Taxes & Assessments	6,300	0	6,897	7,700
3. Fringe Benefits	9,025	0	6,953	7,265
TOTAL PERSONNEL COST	93,600		103,999	111,190
B. OTHER CURRENT EXPENSES				
1. Audit Services	2,300	0	0	5,800
2. Insurance	1,000	0	0	1,500
3. Postage	0	0	0	350
4. Printing/Copier Rental	2,300	0	0	2,900
5. Promotion of Programs/Marketing	2,300	0	0	0
6. Staff Mileage/Interisland Travel	2,500	0	0	0
7. Supplies	0	0	0	6,000
8. Telecommunications	0	0	0	300
9. Utilities	0	0	0	150
10. Website	0	0	0	200
11. Afterschool Global Studies Classes	2,000	0	1,000	3,500
12. Global Vision Summits	6,000	0	5,395	5,725
13. Global Leadership Program	4,000	0	15,000	6,000
14. Study Tour Program	9,000	0	0	55,000
TOTAL OTHER CURRENT EXPENSES	31,400		21,395	87,425
C. EQUIPMENT PURCHASES				
D. MOTOR VEHICLE PURCHASES				
E. CAPITAL				
TOTAL (A+B+C+D+E)	125,000		125,394	198,615
SOURCES OF FUNDING		Budget Prepared By:		
(a) Total State Funds Requested	125,000	Niki Shishido	808-944-7781	
(b) Total Federal Funds Requested		Name (Please type or print)	Phone	
(c) Total County Funds Requested	125,394		1/17/2020	
(d) Total Private/Other Funds Requested	198,615	Signature of Authorized Official	Date	
TOTAL BUDGET	449,009	Niki Shishido, Executive Director		
		Name and Title (Please type or print)		

BUDGET JUSTIFICATION - PERSONNEL SALARIES AND WAGES

Period: July 1, 2020 to June 30, 2021

Applicant: Pacific & Asian Affairs Council

POSITION TITLE	FULL TIME EQUIVALENT	ANNUAL SALARY A	% OF TIME ALLOCATED TO GRANT REQUEST B	TOTAL STATE FUNDS REQUESTED (A x B)
High School Program Director	1	\$43,000.00	30.00%	\$ 12,900.00
Study Tour Director	1	\$43,000.00	5.00%	\$ 2,150.00
Afterschool Global Studies Class Coordinator	0.5	\$25,000.00	100.00%	\$ 25,000.00
Afterschool Class Curriculum Writer	0.25	\$10,000.00	100.00%	\$ 10,000.00
Special Events & Communications Director	1	\$53,000.00	20.00%	\$ 10,600.00
Executive Director	1	\$63,000.00	20.00%	\$ 12,600.00
Afterschool Global Studies Class Teacher	0.15	\$5,025.00	100.00%	\$ 5,025.00
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
TOTAL:				78,275.00
JUSTIFICATION/COMMENTS:				

BUDGET JUSTIFICATION - EQUIPMENT AND MOTOR VEHICLES

Period: July 1, 2020 to June 30, 2021

Applicant: Pacific & Asian Affairs Council

DESCRIPTION EQUIPMENT	NO. OF ITEMS	COST PER ITEM	TOTAL COST	TOTAL BUDGETED
N/A			\$ -	
			\$ -	
			\$ -	
			\$ -	
			\$ -	
TOTAL:				
JUSTIFICATION/COMMENTS:				

DESCRIPTION OF MOTOR VEHICLE	NO. OF VEHICLES	COST PER VEHICLE	TOTAL COST	TOTAL BUDGETED
N/A			\$ -	
			\$ -	
			\$ -	
			\$ -	
			\$ -	
TOTAL:				
JUSTIFICATION/COMMENTS:				

BUDGET JUSTIFICATION - CAPITAL PROJECT DETAILS

Period: July 1, 2020 to June 30, 2021

Applicant: Pacific & Asian Affairs Council

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			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: Pacific & Asian Affairs Council

Contracts Total: \$ 499,917.00

	CONTRACT DESCRIPTION	EFFECTIVE DATES	AGENCY	GOVERNMENT ENTITY (U.S. / State / Haw / Hon / Kau / Mau)	CONTRACT VALUE
1	High School Global Education Program	10.01.2016 - 3.31.2018	Department of Community Services	City & County of Honolulu	\$ 124,917.00
2	High School Global Education Program	4.01.2018 - 3.31.2019	Department of Community Services	City & County of Honolulu	\$ 125,000.00
3	High School Global Education Program	4.01.2019 - 3.31.2020	Department of Community Services	City & County of Honolulu	\$ 125,000.00
4	High School Global Education Program	4.01.2020 - 3.31.2021	Department of Community Services	City & County of Honolulu	\$ 125,000.00
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V. Experience and Capability

1. Necessary Skills and Experience

Since 1954, PAAC has brought global education to more than 94,000 high school students statewide. PAAC is the only organization in the State of Hawaii that provides year-round educational opportunities in global education to youth. With six decades of experience leading Hawaii in addressing critical global issues with high school students, our programs have become a stable pillar of the community. The DOE, schools, teachers, students, families, and countless PAAC alumni spanning generations have provided us with positive feedback and expressed their appreciation for PAAC's work. Many alumni (among them: U.S. Senator Mazie Hirono and U.S. Representative Ed Case) have credited part of their current professions and successes to their high school involvement with PAAC.

Although PAAC's offices are based on Oahu, PAAC staff regularly travel to Hawaii Island, Maui, and Kauai to facilitate HSGEP events. PAAC staff have previously brought programming to Molokai and Lanai and intend to do so again as resources will allow.

2. Facilities

PAAC's office is located in the East-West Center adjacent to the University of Hawaii at Manoa campus. The generosity of the East-West Center has allowed this location to be PAAC's home for over ten years. PAAC is able to host HSGEP events in the Center's conference rooms at no additional cost. The building meets the Americans with Disabilities Act (ADA) standards.

PAAC's Afterschool Global Studies Classes operate at their respective schools' campuses. The facility usage is Type II of public schools, designated for nonprofit community educational and recreational activities and youth clubs. PAAC does not charge admission, take collection, or receive offers when utilizing school facilities. The schools are ADA compliant.

Global Vision Summits have been held at facilities such as the University of Hawaii at Manoa Campus Ballroom, Hawaii Tokai International College, Hawaii Pacific University, and the Hawaii Convention Center. Most facilities are provided for our use at a discounted rate or are provided in-kind. PAAC purchases special event insurance for these Summits.

VI. Personnel: Project Organization and Staffing

1. Proposed Staffing, Staff Qualifications, Supervision and Training

All PAAC staff implementing this request are listed below. They are professionally qualified to carry out the duties expected of them in order to fulfill the goals identified.

Executive Director, Ms. Niki Shishido, directs and coordinates the programs and activities of PAAC under the guidance of PAAC's Board of Governors. Ms. Shishido has a China-focused MBA from the University of Hawaii at Manoa Shidler College of Business and has previous work experience in the Hawaii Department of Business, Economic Development and Tourism's Beijing office. She is conversant in Mandarin Chinese and has an in-depth understanding of PAAC programming, having been with the organization for seven years.

High School Program Director, Mr. Jason Shon, oversees PAAC's Global Vision Summits and the Global Leadership Program, conducting program outreach for these initiatives in all four counties, and overseeing all tasks related to their planning, coordination, implementation, and evaluation. He also oversees HSGEP activities not included in this request, including PAAC's afterschool clubs. Mr. Shon has experience teaching and working in Japan and has volunteered as an English-to-Japanese interpreter on the nonprofit organization, Peace Boat. He holds a Bachelor of Arts in Asian Studies from Whitman College.

Study Tour Director, Ms. Erica Nakanishi-Stanis, oversees the Freeman Summer Study Tour to China, as well as PAAC's other study tours (which are not included in this request). She conducts program outreach for these activities and oversees all tasks related to their planning, coordination, implementation, and evaluation. Ms. Nakanishi-Stanis has volunteered as an English-Spanish-Japanese interpreter on the nonprofit organization, Peace Boat, which has taken her to more than 40 countries, and she has extensive experience in the public sector on both national and local levels, having focused on community-building and human resource development. She holds a Bachelor of Arts in Anthropology from the University of Wisconsin at Madison.

Afterschool Class Curriculum Writer, Ms. Karen Chun, holds a degree in Education Curriculum Design and previously directed PAAC's Afterschool Global Studies Classes. During the 2021 fiscal year, her role will focus on PAAC's Afterschool Global Studies Class curriculum writing. Previously, Ms. Chun worked as Campbell High School's PAAC club advisor and Afterschool Global Studies Class teacher for six years. She also set up and organized the service learning study tour that PAAC operates in Vietnam.

Special Events & Communications Director, Ms. Ana Reidy Ungureit, manages PAAC's fundraising and special events, manages members, and completes communications tasks (website, social media, and newsletter creation and dissemination) that are integral to the success of the HSGEP. Additionally, she manages PAAC's interns and assists with administrative and programming tasks for the HSGEP. Ms. Reidy Ungureit was formerly PAAC's High School Program Assistant and is a PAAC alumnae. She traveled to both South Korea and Vietnam on scholarship as a PAAC student. She holds a Bachelor of Arts in Public Policy from Mills College.

The **Afterschool Global Studies Class Coordinator** position will: conduct outreach activities; coordinate teacher meetings at the beginning of every semester; maintain close communication with teachers and principals year-round; conduct class evaluations at the end of every semester.

Afterschool Global Studies Class Teachers, teach PAAC Afterschool Global Studies Classes twice a week and guide students on their service learning projects. Teachers are high school social studies teachers or substitute teachers recommended by in-school teachers. They help to promote PAAC HSGEP components and chaperone students at HSGEP events such as the Global Vision Summits.

Grant Writer, Ms. Erin Hoshibata, maintains PAAC's grants and supports the HSGEP when needed. She holds a Bachelor of Arts in Politics & Government from the University of Puget Sound and, as an undergraduate, studied abroad in eight countries within the Asia-Pacific region.

2. Organization Chart

Please see attached.

3. Compensation

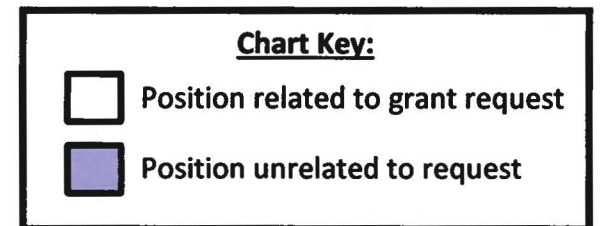
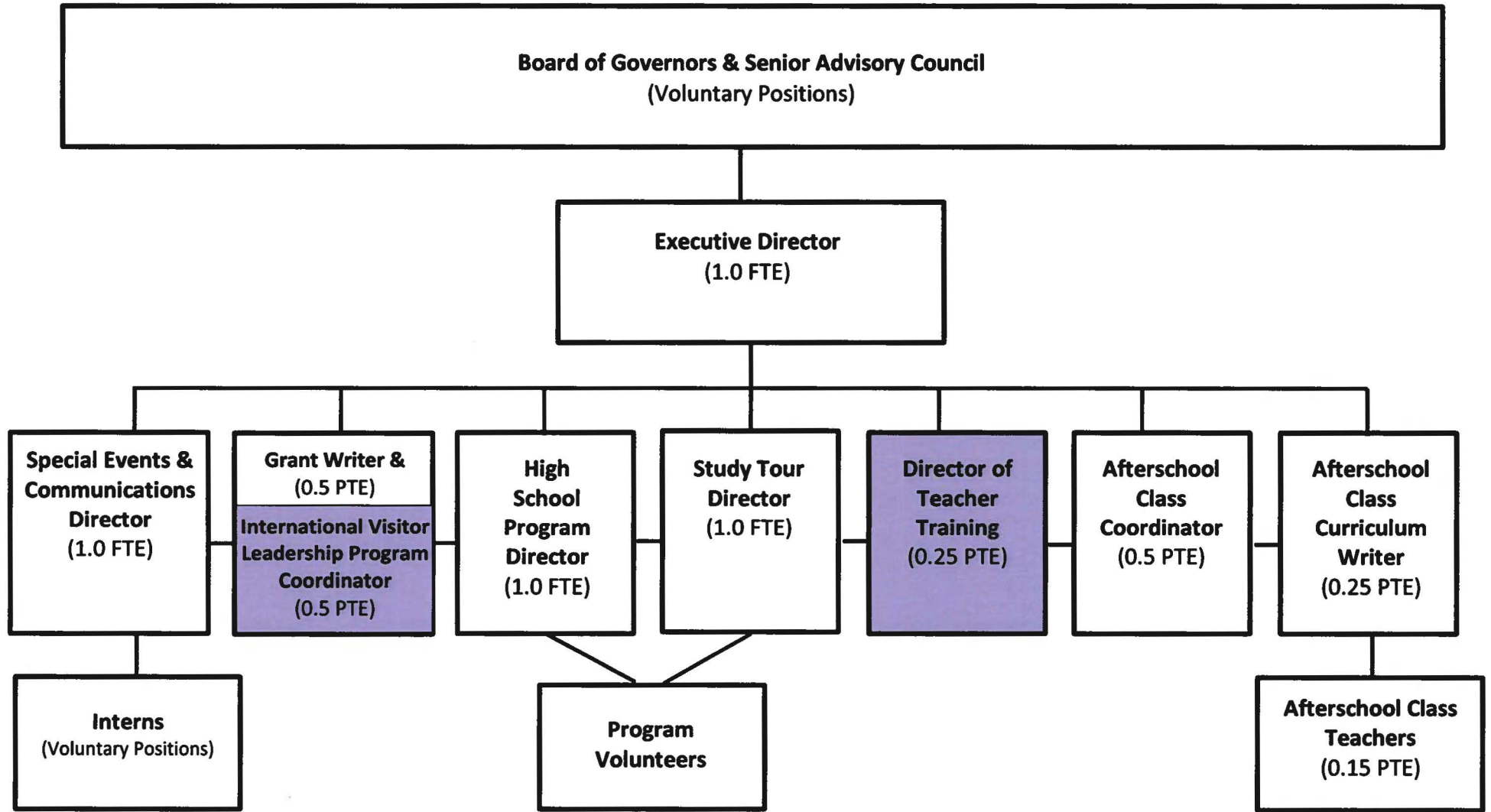
Executive Director: \$58,000-\$68,000

Special Events & Communications Director: \$48,000-\$58,000

Grant Writer & International Visitor Leadership Program Coordinator: \$38,000-\$48,000



PAAC Organization Chart



VII. Other

1. Litigation

Not applicable

2. Licensure or Accreditation

Not applicable

3. Private Educational Institutions

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

4. Future Sustainability Plan

If PAAC is awarded this grant for fiscal year 2021, but does not receive the grant thereafter, PAAC will apply for other grants from local and national foundations and county sources. PAAC will continue to hold two annual fundraisers and conduct fee-for-service programs to help sustain funding. Additionally, we will continue pursuing support from individuals and corporate partners through appeals for both monetary and in-kind donations. If necessary, with guidance from our board of governors, PAAC will evaluate how best to continue our services without negatively affecting the quality of our work we provide for Hawaii's high school youth. This could mean temporarily pausing some programs and outreach until funding can be recovered.

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

 NIKI SHISHIDO, EXECUTIVE DIRECTOR 1/17/2020
AUTHORIZED SIGNATURE PRINT NAME AND TITLE DATE