

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
 - b) Personnel salaries and wages
 - c) Equipment and motor vehicles
 - d) Capital project details
 - e) Government contracts, grants, and grants in aid
- 7) Experience and Capability
- 8) Personnel: Project Organization and Staffing

AUTHORIZED SIGNATURE

SUSANA WHITE EXECUTIVE DIRECTOR 1/5/2020

PRINT NAME AND TITLE

DATE

received
01/04/2020 PC

**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:

Pa'ia Youth Council, Inc. dba Pa'ia Youth & Cultural Center

Amount of State Funds Requested: \$ 800,000

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

We are requesting funding for the design and permitting for a new PYCC facility. After 27 years of operation, growing from 26 to 85 youth per day in our small house we have outgrown the space. Although, over the years we have renovated and annually done multiple building repairs, due to our location, right on the beach, we will not be allowed to continue renovating or expanding the existing structure. Eventually the rising ocean will take the house due to projected climate changes and sea level rising. We will have to build a new facility.

Amount of Other Funds Available:

State: \$ _____
Federal: \$ _____
County: \$ _____
Private/Other: \$ 120,500.00

Total amount of State Grants Received in the Past 5

Fiscal Years:
\$ 2,125,711.00

Unrestricted Assets:

\$ 131,848.00

New Service (Presently Does Not Exist): Existing Service (Presently in Operation):

Type of Business Entity:

- 501(C)(3) Non Profit Corporation
 Other Non Profit
 Other

Mailing Address:

PO Box 790999

City:

Paia

State:

HI

Zip:

96779

Contact Person for Matters Involving this Application

Name:
Susun White

Title:
Executive Director

Email:
admin@pyccmaui.org

Phone:
808 264-6161

Federal Tax ID#:

State Tax ID#

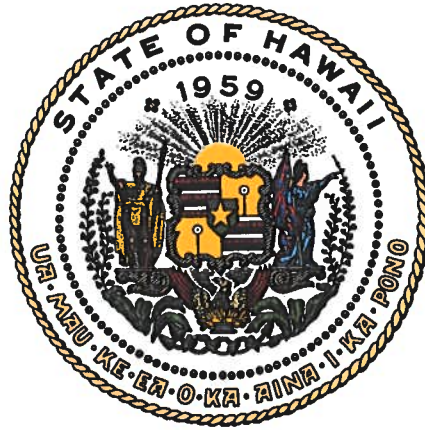

Authorized Signature

Susun White, Executive Director

Name and Title

1/5/2020

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

PAIA YOUTH COUNCIL, INC.

was incorporated under the laws of Hawaii on 10/20/1993 ; 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: December 20, 2019

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.

Pa'ia Youth Council, Inc.

(Typed Name of Individual or Organization)



(Signature)

1/5/2020
(Date)

Susun White
(Typed Name)

Executive Director
(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.

2. Declaration Statement

The applicant shall submit a declaration statement affirming its compliance with Section 42F-103, Hawaii Revised Statutes.

3. Public Purpose

The applicant shall specify whether the grant will be used for a public purpose pursuant to Section 42F-102, Hawaii Revised Statutes.

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;

Pa`ia Youth Council, Inc. is a 501 (C)(3) nonprofit organization incorporated in 1993 that strives to provide a balance of social, educational, cultural, vocational, and recreational experiences for the youth of Pa`ia and surrounding communities through the operation of the Pa`ia Youth & Cultural Center (PYCC). Our mission is to *Build Community Through Our Youth*. Our target group is youth aged 9 to 18.

We provide many other services to the benefit of the community. Due to our beachside, entry to Pa`ia Town location, we are often the first to hear about crime and community problems and needs, thus oftentimes we provide essential communications in line with the fire and police departments. We act as a network of support for families during difficult times- many that are our homeless neighbors.

The PYCC is located directly on the beach at Pa`ia Bay in a house that was constructed in the early 1940's. Four homes were originally constructed on this north shore coastline to house the executive managers of the Hawaiian Cane and Sugar (HC&S) plantation, a subsidiary company of A&B Properties Inc. The PYCC is the only

structure that survived the tsunami in 1946. After the tsunami the house was leased to Doris Todd Elementary School, a school that still exists today in upper Pa`ia. It was used primarily as a summer boarding school and housing for teachers.

In 1992, a fire destroyed the upper floor of the building. In 1993, A&B Properties Inc. decided to condemn and demolish the building. A group of 26 Pa`ia youth, led by Brian McCafferty, lobbied to keep the building and turn it into a youth center. They won and the PYCC was born. Susan White became the Executive Director in 1993 and the rest is a history of continuous building renovation and restoration and the creation of a youth life skills program that has international recognition.

Today the PYCC averages 425 youth members (membership is renewed annually) with a daily membership averaging 85 youth. Many of the original 26 youth who lobbied for the youth center, have children who now attend the PYCC. Our greatest achievement is that we have managed to remain youth-directed and community-based. Throughout challenging economies and an increase in membership the PYCC has managed to continue to offer its quality programs and to retain high-level staff.

2. The goals and objectives related to the request;

We are requesting \$800,000 for the design and permitting for a new PYCC facility. After 27 years of operation, averaging 85 youth per day in our small house we have outgrown the space. Even though we renovated the building including rebuilding the burnt upstairs, due to its location, **right on the beach**, we will not be allowed to continue renovating or expanding the existing structure. Eventually the rising ocean will take the house as it is vulnerable due to projected climate change and sea level rising to coastal hazards, and more flooding due to higher waves. We will have to build a new facility. Consultations with the Maui County Mayor's Office, the Department of Planning and the Department of Parks and Recreation have determined a suitable site mauka of the existing building that will withstand the 100 year projections for sea level rising. Since there is no emergency shelter from Kahului to Hana the new facility will be built to serve additionally as an emergency shelter. It will be constructed "green" and built on 15' poles to comply with flood zone and emergency shelter requirements.

3. The public purpose and need to be served;

The youth of Maui, in particular the youth of Maui's North Shore, need to be guaranteed a place that they can call their own and feel safe. The PYCC is the only place that provides this sanctuary for youth and the general public. Due to the rise in tourism, and economic disparity Pa`ia Town is no longer a town that Pa`ia residents can call their own. 99% of the Mom and Pop businesses have closed and the town is now a town for tourists. To remain a cohesive community Pa`ia is in desperate need of a place that brings and will keep the community together.

We will continue to use the existing PYCC building until it is no longer serviceable as the headquarters for our ocean sports, a canoe hale and a hula halua.

The new facility will be designed according to FEMA specifications to serve as an emergency shelter. There are no emergency shelters from Kahului to Hana. The facility

will serve primarily as a youth center; however it will also allow for the community to use it as place for yoga, dance and other educational purposes.

Since 1993, for the first 15 years, annually during November the existing PYCC's entire first floor was flooded due to high surf. With the guidance and assistance of Maui County the PYCC planted and has committed stewardship of the dunes to help mitigate this annual problem. 100% success- flooding zero! Due to this success the PYCC became the lead agency in restoring all of the dunes on Pa`ia Bay through its Malama Pono Project Venture Program. We will continue to serve as the lead in restoring and maintaining all of the dunes from Pa`ia Bay to Baldwin Beach Park.

4. Describe the target population to be served; and

The PYCC primary target is Maui youth ages 9-18 years old. Our skate park serves all ages. We will allow all ages for community educational classes that take place outside of normal PYCC operating hours.

The target population for the emergency shelter is the residents and visitors on the Maui North Shore that need a safe place to weather a storm. We will keep on hand emergency supplies in a designated storage area. We will have designated trained volunteers to assist in any emergency situation.

5. Describe the geographic coverage.

The PYCC is located on Pa`ia Bay at the entrance to Pa`ia Town. Due to our outstanding reputation and programs we attract members from all of Maui County, even Lahaina and Hana.

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;

Total cost of the construction project is estimated to be \$5,500,000.

This request is for \$800,000 for permitting and design costs; due to the location it will require permitting costs for a Major SMA, an Environmental Assessment, an Archaeological Survey, Fire Department, Water & Health Departments and other applicable departmental reviews.

Susun White, Executive and Lisa Starr, Board and will be responsible for retaining a design team, engineers, architects, plan makers and hiring a project coordinator.

The PYC Board capital campaign committee is responsible for outlining the strategy for raising the additional funds necessary to compete the project; the capital campaign has already commenced.

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

Upon receipt of funding:

1. Design & Permitting (1 year: dependent upon timely approvals)

- Architectural plans and engineering
- Review and approval of plans
- Submittal of all governmental permit applications
- Tracking application reviews with governmental agencies and accommodating all conditions proposed.
- Obtain permits

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 PYCC will assure the implementation of this project through completion by assigning qualified staff and community members to oversee every aspect of necessary to complete the project.

Susun White, Executive Director and Lisa Starr, Board Vice-President will oversee all aspects of the design and eventual construction.

Additionally, we will contract with a professional construction project coordinator.

The project coordinator will maintain direct contact with the Executive Director and the builder, and will monitor progress against the timelines and specifications of the project.

The Board of Directors will establish a Building Committee specifically for this project that represents the whole North Shore community to assure completion of timelines and goals outlined in this proposal.

4. List the measure(s) of effectiveness that will be reported to the State agency through which grant funds are appropriated (the expending agency). The measure(s) will provide a standard and objective way for the State to assess the program's achievement or accomplishment. Please note that if the level of appropriation differs from the amount included in this application that the measure(s) of effectiveness will need to be updated and transmitted to the expending agency.

The following benchmarks will be used to measure the effectiveness of the progress made, and will be reported to the State Agency as requested: meeting the deadlines set forth within the timeline, ensuring the expenditures made during the project period meet the budget as detailed in the application and that all expenditures follow grant guidelines, and meeting the design and permitting timelines to ensure the project remains on schedule.

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- **Attached**
 - b. Personnel salaries and wages **Attached**
 - c. Equipment and motor vehicles **Attached**
 - d. Capital project details **Attached**
 - e. Government contracts, grants, and grants in aid **Attached**
- 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
\$300,000	\$200,000	\$200,000	\$100,000	\$800,000

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

We have a commitment from an anonymous private foundation for \$100,00 to go towards design funds. We have raised \$20,500 in capital campaign funds that will go towards the design and planning costs of this project. We are actively continuing to fundraise and will launch the official major campaign in March 2020.

- 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.

The Pa`ia Youth Council, Inc. has received no state and federal tax credits for the past three years. We do not anticipate applying for any state or federal tax credits pertaining to any capital project.

- 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.

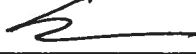
Attached. Fiscal year program funding for all State and Maui County grants are projected to remain the same for fiscal year 2021.

- 6. The applicant shall provide the balance of its unrestricted current assets as of December 31, 2019.
\$131,848

BUDGET REQUEST BY SOURCE OF FUNDS

Period: July 1, 2020 to June 30, 2021

Applicant: Pa'ia Youth Council, Inc.

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
2. Payroll Taxes & Assessments				0
3. Fringe Benefits				0
TOTAL PERSONNEL COST				0
B. OTHER CURRENT EXPENSES				
1. Airfare, Inter-Island				
2. Insurance				
3. Lease/Rental of Equipment				
4. Lease/Rental of Space				
5. Staff Training				
6. Supplies				
7. Telecommunication				
8. Utilities				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				
TOTAL OTHER CURRENT EXPENSES				0
C. EQUIPMENT PURCHASES				0
D. MOTOR VEHICLE PURCHASES				0
E. CAPITAL				800,000
TOTAL (A+B+C+D+E)				800,000
SOURCES OF FUNDING		Budget Prepared By:		
(a) Total State Funds Requested	0	Susun White 808 264-6161		
(b) Total Federal Funds Requested	0	Name (Please type or print) Phone		
(c) Total County Funds Requested	0			
(d) Total Private/Other Funds Requested	0	Signature of Authorized Official Date		
TOTAL BUDGET		Susun White, Executive Director Name and Title (Please type or print)		

BUDGET JUSTIFICATION - PERSONNEL SALARIES AND WAGES

Period: July 1, 2020 to June 30, 2021

Applicant: Pa'ia Youth Council, Inc. _____

POSITION TITLE	FULL TIME EQUIVALENT	ANNUAL SALARY A	% OF TIME ALLOCATED TO GRANT REQUEST B	TOTAL STATE FUNDS REQUESTED (A x B)
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
TOTAL:				
JUSTIFICATION/COMMENTS:				

BUDGET JUSTIFICATION - EQUIPMENT AND MOTOR VEHICLES

Period: July 1, 2020 to June 30, 2021

Applicant: Pa'ia Youth Council, Inc.

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

JUSTIFICATION/COMMENTS:

DESCRIPTION OF MOTOR VEHICLE	NO. OF VEHICLES	COST PER VEHICLE	TOTAL COST	TOTAL BUDGETED
			\$ -	
			\$ -	
			\$ -	
			\$ -	
			\$ -	
TOTAL:				

JUSTIFICATION/COMMENTS:

BUDGET JUSTIFICATION - CAPITAL PROJECT DETAILS

Period: July 1, 2020 to June 30, 2021

Applicant: Pa'ia Youth Council, Inc.

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: 2018-2019	FY: 2019-2020	FY:2020-2021	FY:2020-2021	FY:2021-2022	FY:2022-2023
PLANS			\$426,735			
LAND ACQUISITION						
DESIGN			\$373,265	\$120,500		
CONSTRUCTION					\$5,500,000	
EQUIPMENT						
TOTAL:			\$800,000	\$120,500	\$5,500,000	
JUSTIFICATION/COMMENTS We will launch a major capital campaign to secure the \$5,500,000 to build the building. It may require obtaining some of these funds in the FY 2022/23; but we will strive to get all funds by the end of 2022.						

GOVERNMENT CONTRACTS, GRANTS, AND / OR GRANTS IN AID

Applicant: Pa'ia Youth Council, Inc.

Contracts Total: 2,125,711

	CONTRACT DESCRIPTION	EFFECTIVE DATES	AGENCY	GOVERNMENT ENTITY (U.S. / State / Haw / Hon / Kau / Mau)	CONTRACT VALUE
1	PYCC-Positive Youth Development	7/1/19-6/30/20	Office of Youth Services	Hawaii, State	95,000
2	PYCC- Project Based Cultural Program (Hero Project)	7/1/19-6/30/20	Office of Youth Services	Hawaii, State	81,000
3	PYCC Youth Center	7/1/19-6/30/20	Housing & Human Concerns	Maui County	284,527
4	PYCC MPPV Underage Substance Abuse Prevention	7/1/19-6/30/20	Housing & Human Concerns	Maui County	50,000
5	PYCC-Positive Youth Development	7/1/18-6/30/19	Office of Youth Services	Hawaii, State	95,000
6	PYCC- Project Based Cultural Program (Hero Project)	7/1/18-6/30/19	Office of Youth Services	Hawaii, State	81,000
7	PYCC Youth Center	7/1/18-6/30/19	Housing & Human Concerns	Maui County	270,978
8	PYCC MPPV Underage Substance Abuse Prevention	7/1/18-6/30/19	Housing & Human Concerns	Maui County	50,000
9	PYCC-Life Skills	7/1/17-6/30/18	Office of Youth Services	Hawaii, State	112,000
10	PYCC Youth Center	7/1/17-6/30/18	Housing & Human Concerns	Maui County	230,978
11	PYCC MPPV Underage Substance Abuse Prevention	7/1/17-6/30/18	Housing & Human Concerns	Maui County	50,000
12	PYCC-Life Skills	7/1/16-6/30/17	Office of Youth Services	Hawaii, State	90,000
13	PYCC Youth Center	7/1/16-6/30/17	Housing & Human Concerns	Maui County	230,978
14	PYCC MPPV Underage Substance Abuse Prevention	7/1/16-6/30/17	Housing & Human Concerns	Maui County	50,000
15	PYCC-Life Skills	7/1/15-6/30/16	Office of Youth Services	Hawaii, State	90,000
16	PYCC Youth Center	7/1/15-6/30/16	Housing & Human Concerns	Maui County	224,250
17	PYCC MPPV Underage Substance Abuse Prevention	7/1/15-6/30/16	Housing & Human Concerns	Maui County	40,000
18					
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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.

Susun White has been the Executive Director of The PYCC since 1993. She has written and overseen multiple grants and RFP's including both capital and program. She is proficient in both administrative and program management.

Billy Jalbert is a Pa`ia business owner and Pa`ia Resident. He is married and his two children are born and raised on Maui.

Mr. Jalbert has extensive entrepreneurial, business and real estate experience. He has served on the PYC board for 17 years and has been the board president since 2008. He began his career at IBM in Chicago. Prior to moving to Maui he was the co-CEO of First American Records Management, a Silicon Valley based records and information management business. His leadership responsibilities included sales, marketing, business development and strategy. He led the company in double-digit growth and profitability for several years. A publicly held firm acquired the company in 1999. For the last 18 years he has been a Realtor on Maui and has been involved in many client construction projects. He founded his current real estate brokerage The Maui Real Estate Team, Inc. in 2010. He is a top-producing realtor in Hawaii. As board president since he has been responsible for fundraising and setting the strategic direction for the Pa`ia Youth and Cultural Center.

Lisa Starr is Hawaii born and raised. She was a real estate agent with Hugh Starr & Co. and a land use consultant- from 2000-2015. Since 2015 to the present she has been the president of Lisa Starr Land Company, a real estate broker and land use consultant. She has served on the Board of the PYCC since 2002. She has been the PYCC Vice President and the Chair of the Development/Building committee for the past 10 years. She has also served on other numerous Maui boards since 1995: Maui Dharma Center, Pa`ia Town Association, Pa`ia Main Street Association, Pa`ia By-Pass Advisory Committee, Hamakua Alohalua, and Ke Ao Hali`i.

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.

We have a 30-year lease with Maui County for the existing PYCC facility and PYCC skate park. This lease will be expanded to include the acreage necessary to build the new facility and space to hold outdoor youth leadership camps. It will be extended to a 50-year lease (projected date of new lease is late January 2020). We pay \$1.00 a year for this lease.

The existing PYCC building is a 3,500 square foot home that houses downstairs a commercial kitchen, media lab, small multi-purpose room, and room for drop-in activities, including pool, Ping-Pong, movies and dining spaces (4 small booths). Upstairs is housed the PYCC radio station, staff offices and a small room for youth to do homework and PSA's for the radio.

We have one container that holds most of our outdoor program equipment, and a small shed that houses tools and more ocean sports equipment. The skate park office is located in another container at the entrance to the skate park that serves as the skate park office space and storage for skate gear.

The facility that we are proposing to build will be an approximately 5,000 square foot pole house (upstairs) and have decks on 3 sides of the building. It will house all of the existing PYCC programs but include larger spaces for art and media labs. We will use the downstairs (limited legal use with break away walls) for community yoga and dance classes, equipment storage and parking for 2 PYCC vans.

The existing PYCC building will be used to house all of the PYCC ocean sports equipment, including canoes and potentially serve as storage for Maui County's Lifeguards equipment. The Maui County master plan for the Baldwin Beach Park (that the PYCC is part of) includes installing a lifeguard tower at Pa`ia Bay- a tower that the PYCC has lobbied for many years.

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.

For the design and permitting phase of this capital project, Susun White, Executive Director will oversee all aspects with the assistance of Lisa Starr, Board Vice-President. Please see qualifications stated above in ***Necessary Skills and Experience***.

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.

Please 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.

Executive Director: \$68,640
PYCC Maui Hero Project Director: \$58,240
Pa`ia Bay Café Manager: \$52,000
PYCC KOPO Radio Director: \$52,000

VII. Other

1. Litigation

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

We have no pending litigation.

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.

There are no licensure, accreditation or other special qualifications relevant to this request.

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.

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

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:

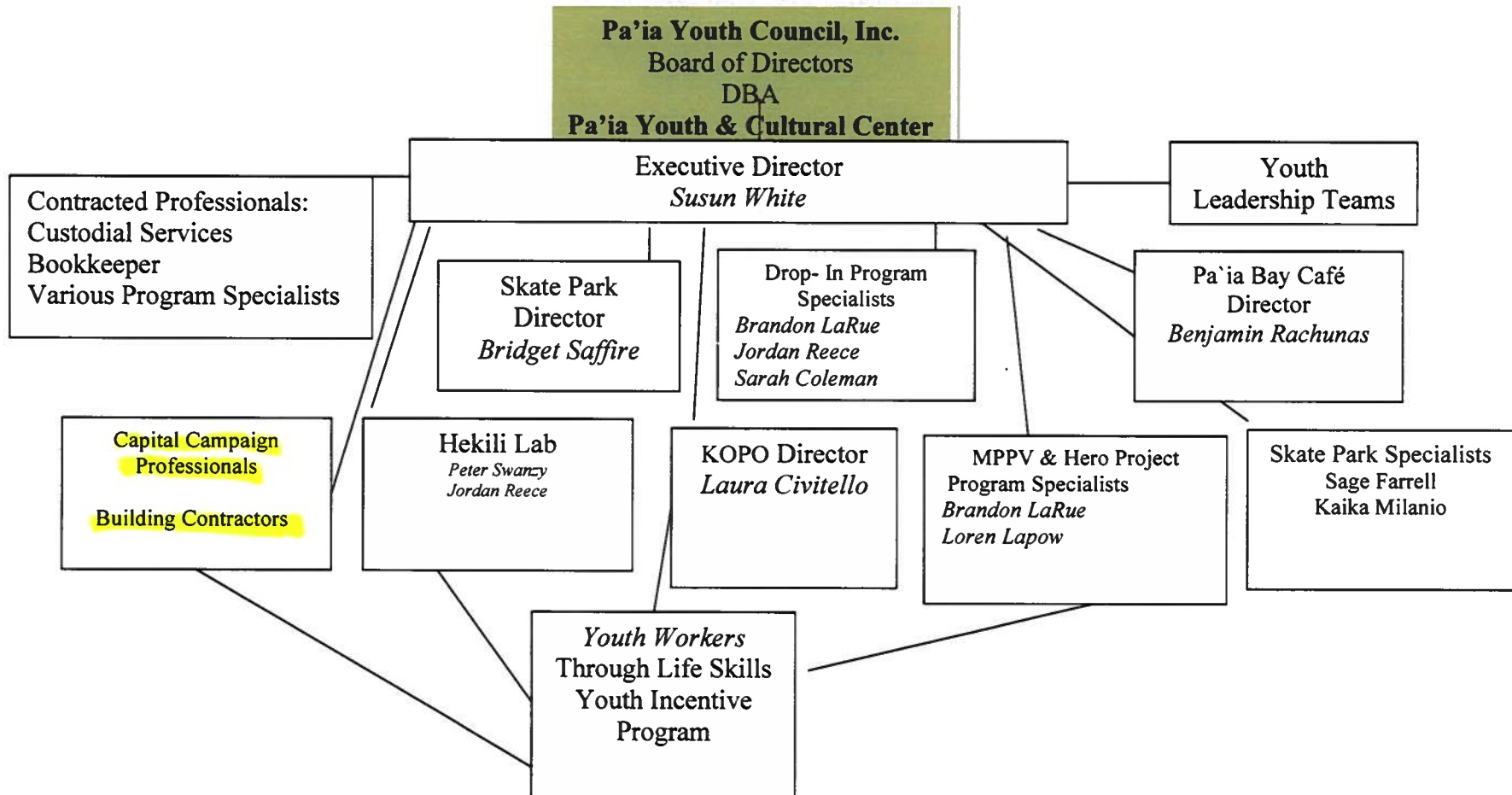
- (a) Received by the applicant for fiscal year 2020-21, but

(b) Not received by the applicant thereafter.

This grant request is for design and permitting for a construction project. Therefore, it is a one-time expense that will be completed with this funding, if approved, and additional funding from other resources as noted above.

We have assurances from private funding sources for assistance with funding the actual construction costs. If additional funding is necessary we may apply for some construction costs in 2021-22.

Once the construction project is completed, all operational and other expenses will be the responsibility of the Pa`ia Youth Council, Inc., through its regular funding resources including a combination of grants, contracts, and community donations that have been reliable and ongoing for 27 years.





**STATE OF HAWAII
STATE PROCUREMENT OFFICE**

CERTIFICATE OF VENDOR COMPLIANCE

This document presents the compliance status of the vendor identified below on the issue date with respect to certificates required from the Hawaii Department of Taxation (DOTAX), the Internal Revenue Service, the Hawaii Department of Labor and Industrial Relations (DLIR), and the Hawaii Department of Commerce and Consumer Affairs

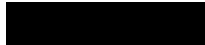
Vendor Name: PAIA YOUTH COUNCIL, INC.*

DBA/Trade Name: Pala Youth & Cultural Center; Hale Na Oplo

Issue Date: 12/19/2019

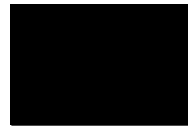
Status: Compliant

Hawaii Tax#:



New Hawaii Tax#:

FEIN/SSN#:



UI#:

DCCA FILE#:

Status of Compliance for this Vendor on issue date:

Form	Department(s)	Status
A-6	Hawaii Department of Taxation	Compliant
	Internal Revenue Service	Compliant
COGS	Hawaii Department of Commerce & Consumer Affairs	Exempt
LIR27	Hawaii Department of Labor & Industrial Relations	Compliant

Status Legend:

Status	Description
Exempt	The entity is exempt from this requirement
Compliant	The entity is compliant with this requirement or the entity is in agreement with agency and actively working towards compliance
Pending	The entity is compliant with DLIR requirement
Submitted	The entity has applied for the certificate but it is awaiting approval
Not Compliant	The entity is not in compliance with the requirement and should contact the issuing agency for more information