



STATE Grant in Aid 2023 Application  
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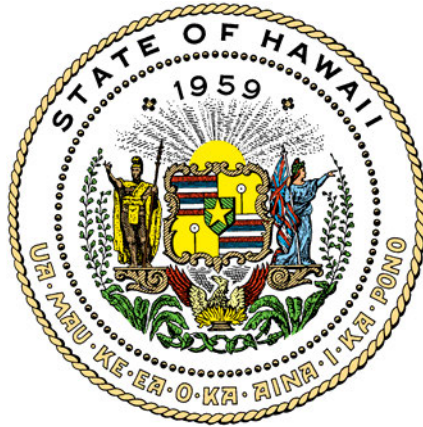




STATE Grant in Aid 2023 Application

## **I. Certifications**

- 1. Certificate of Good Standing**
- 2. Signed Declaration of Statement**
- 3. Public Purpose**
- 4. Signed Type of Grant Request**
- 5. Signed Application Checklist**



## 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

ACCESSURF HAWAII, INC.

was incorporated under the laws of Hawaii on 02/21/2006 ; 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 07, 2022

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.

AccesSurf Hawaii

(Typed Name of Individual or Organization)

*Cara Short*

(Signature)

January 19, 2022  
(Date)

Cara Short  
(Typed Name)

Executive Director  
(Title)

## **SECTION 42F-102: PUBLIC PURPOSE**

### **(1) The name of the requesting organization or individual**

AccesSurf Hawaii (ASH)

### **(2) The public purpose for the grant**

ASH mission is to build an inclusive community that empowers people with disabilities (PWD) through free accessible beach and water programs, and social connections. As the experts discover the severity and health risks of the latest COVID-19 variant, Omicron and any others that may develop, we feel this is a prime time to rebuild our volunteer core and advance ASH data systems to measure satisfaction and quality assurance, all of which will be essential for when programs can start ramping up again to full capacity and beyond. Increasing ASH trained volunteer core and improving the quality of our volunteer training program, will result in a tangible impact that will help us better serve our community of people with disabilities (PWD) while reducing inequalities within the broader community.

### **(3) The services to be supported by the grant;**

With the help of this grant ASH will upscale successfully facilitated ASH pilot projects on program volunteer training and evaluation. The service activities include volunteer recruitment, training, retention, evaluation and improvements through data-led analysis, including the implementation of an advanced data management platform.

### **(4) The target group; and**

The main group this project will focus on are those who are interested in volunteering to support our ongoing programs. This group may include those with or without disabilities and mainly reside on the island of Oahu. In order to provide this group with an effective training that will allow them to effectively support our PWD participants, we will continue to provide programming as we are allowed, in which we will continue to recruit PWD participants as part of this project.

### **(5) The cost of the grant and the budget**

The total budget requested for the State Grant in Aid is \$320,000. Personnel costs account for \$176,017 (plus associated costs of \$36,963) of the budget with the remaining amount allocated for operating costs, namely rent and telecommunication of \$17,900, equipment purchases of \$56,120 and a motor vehicle purchase of \$33,000.

**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:                      AccesSurf Hawai'i, Inc.

Amount of State Funds Requested: \$ 320,000.00

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

AccesSurf Hawaii (ASH) is requesting this grant to support volunteer training and evaluation, needed to support services to the community with disabilities (PWD). This project is to rebuild ASH volunteer core to pre-pandemic measures, complemented with program evaluation and improvement. All of which facilitate an inclusive community that empowers PWD through free accessible beach and water programs, and social connections, reducing inequalities in Hawaii.

Amount of Other Funds Available:

State:                      \$ \_\_\_\_\_  
Federal:                      \$ \_\_\_\_\_  
County:                      \$ 151,756  
Private/Other:                      \$ 287,411

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

\$ 0  
Unrestricted Assets:  
\$ 403,909.74

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 15152  
City:                                      State:                                      Zip:  
Honolulu                                      HI                                      96830

Contact Person for Matters Involving this Application

Name: Cara Short	Title: Executive Director
Email: cara@accessurf.org	Phone: 808-748-1820

Federal Tax ID#:  
[REDACTED]

State Tax ID#:  
[REDACTED]

Cara Short  
Authorized Signature

Cara Short, Executive Director  
Name and Title

January 19, 2022  
Date Signed

## 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.*

- X 1) Certificate of Good Standing (If the Applicant is an Organization)
- X 2) Declaration Statement
- X 3) Verify that grant shall be used for a public purpose
- X 4) Background and Summary
- X 5) Service Summary and Outcomes
- X 6) Budget
  - a) Budget request by source of funds (Attachment 1)
  - b) Personnel salaries and wages (Attachment 1)
  - c) Equipment and motor vehicles (Attachment 1)
  - d) Capital project details (Attachment 1)
  - e) Government contracts, grants, and grants in aid (Attachment 1)
- X 7) Experience and Capability
- X 8) Personnel: Project Organization and Staffing

*Cara Short*

CARA SHORT, EXECUTIVE DIRECTOR

JANUARY 19, 2022

AUTHORIZED SIGNATURE

PRINT NAME AND TITLE

DATE



STATE Grant in Aid 2023 Application

## II. Background and Summary





## **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:**

AccesSurf Hawaii (ASH) respectfully requests funding in the amount of \$320,000 to support volunteer training and evaluation in order to provide evidence-based services to people with disabilities (PWD).

### **1. A brief description of the applicant's background;**

AccesSurf Hawaii (ASH) is a Hawaii non-profit 501(c) 3 organization, founded in order to provide services to the community with disabilities through ocean and water sports. We serve anyone with a disability and strive to create a community where people with disabilities (PWD) are participating just as anyone without a disability would. ASH was established in 2006 and has successfully provided adaptive ocean and water sports programs for more than 15 years. The term "adaptive" used in this application refers to the modification of the sport with equipment and techniques to support any disability. These aquatic programs include swimming, canoe paddling and surfing.

ASH has grown from providing one program, in 2006, to providing nine community-based aquatic programs in 2020, namely Day-at-the-Beach (DATB), Wounded Warrior DATB, Swim, Surf and Canoe Clinics, a Surf Team, Outreach, AccessBuddy and (Volunteer) Training Programs all of which are free-of-charge and run predominantly by trained core volunteers. We are heavily reliant on our well-trained volunteer core to provide the support and aloha needed to make our programs a success and have developed a world class volunteer training program as a result. To date, ASH has trained more than 10,000 volunteers with and without disabilities and has served more than 4,000 ASH participants with disabilities.

We have also been building and developing our data collection processes and systems throughout the years and would like to further that effort through this grant to improve our delivery of services and increase participant satisfaction in order to better serve this vulnerable population.

### **2. The goals and objectives related to the request;**

At the onset of the pandemic, our regular programs and overall community participation came to a halt and we were left with limited options for providing services to PWD because of COVID-19 restrictions. While online programming helped us to provide some support for PWD participants, our capacity to serve PWD was nowhere near what it was pre-pandemic. With effective vaccines that have proven to reduce the impacts of COVID-19, especially on PWD, ASH has only recently been able to restart our programs and is seeing a strong increase in the desire to participate. Now with the

Omicron variant increasing our COVID-19 numbers into the thousands, we are having to cancel our programs once again. As the experts discover the severity and health risks of the latest COVID-19 variant, Omicron and any others that may develop, we feel this is a prime time to rebuild our volunteer core which will be essential for when programs can start ramping up again to full capacity and beyond.

We will accomplish this by reaching one goal and the following objectives:

Goal: To rebuild our trained volunteer force so that ASH can exceed the levels of success as in the past, while improving satisfaction rates within the volunteer training program.

Objective One: Increase our trained volunteer core from 200 to 500.

Objective Two: Evaluate and improve program satisfaction and quality through data-led analysis.

### **3. The public purpose and need to be served;**

Historically, society has excluded PWD, treated them poorly, excluded from the “in crowd”, which resulted in negative stigma, misfitting, being too slow, and “needy”.

Through a focus group, we found that our participants feel ASH programs have improved their mental, physical, and overall well-being. Participants also convey that they feel empowered after surfing on a wave, feeling the freedom that comes with being out on the open ocean or by just being connected with others. Findings could be confirmed by 500 surveys collected between 2017 and 2020, that PWD feel through participating in our programs, “normal”, even extraordinary, safe, and supported, and most importantly, part of the larger community. Through this feedback, it is clear that ASH programs provide a sense of freedom and independence as well as connection to the broader community, these being vital to the well-being of Hawaii’s PWD.

Through literature and our community needs assessment in 2020, we know that the pandemic negatively impacted both our participants and volunteers. Our PWD and their families have to be very careful as the PWD are in the highest risk category for getting COVID-19 and even dying from it. Our volunteer force usually includes both PWD and non-PWD. The non-PWD volunteers also were impacted by the pandemic either through contracting COVID-19 themselves or having someone close to them contract it. They too were also impacted by those who died. Needless to say the pandemic has caused trauma in our participants, their families and volunteers and the need to get our programs back up and running is more crucial than ever.

Because our volunteer core is critical to the successful delivery of our programs, we intend to evaluate our volunteer training program and use that data to improve

satisfaction rates and quality assurance. This will be done through meeting the project's objectives and outcomes which are described below.

"AccesSurf gives the support I need for making friends and to access the ocean which I consider my medicine. My condition is progressive, and the ocean helps me physically and emotionally." Buster Kawasaki, AccesSurf participant and volunteer.

#### **4. Describe the target population to be served; and**

The target population to be served through this project are those who want to support PWD through ASH's volunteer training program. These include past volunteers, current volunteers and newly recruited volunteers. Typically, most, if not all volunteers reside on the island of Oahu (see distribution map below).

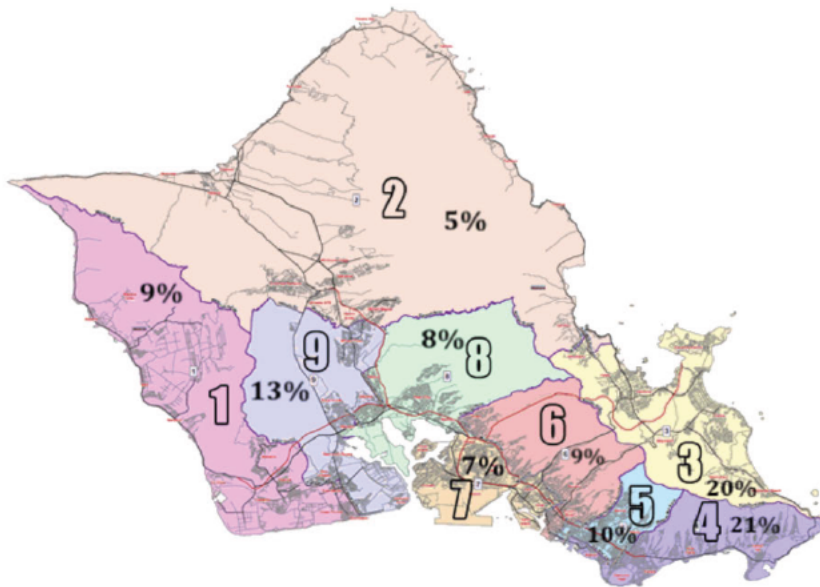
Through our recruitment process, we also try to identify those with expertise, relevant to the skills and knowledge needed to effectively support our PWD in the water. These include surf instructors, physical therapists, health care providers, etc. For example, a qualified surf instructor already has the skills to clearly instruct anyone on how to surf. A physical therapist will have the knowledge and skills needed to safely transport a PWD into the water and a health care provider might be able to recognize the special needs of the PWD participant.

Although volunteers are being identified as the primary target population for this project, our PWD participants will also benefit from the project in that they will have a well trained support team ready to assist them in their choice of water experience.

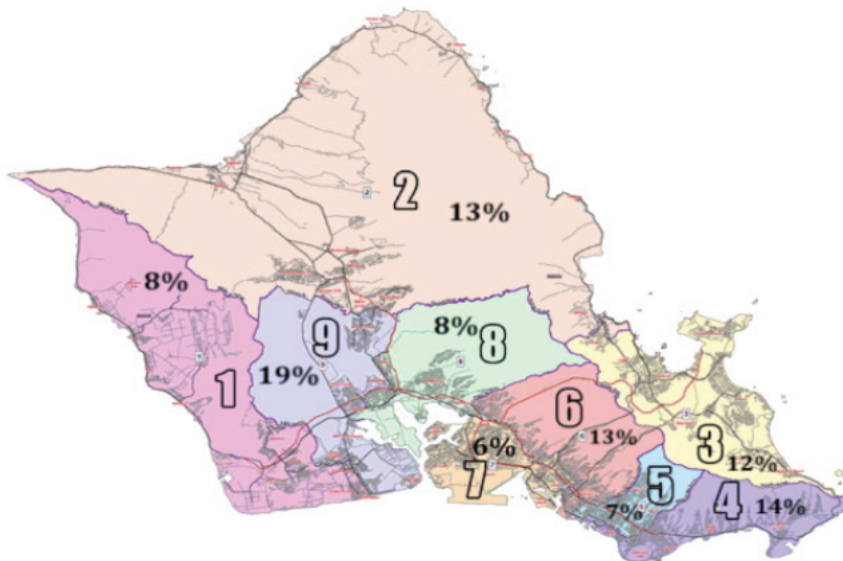
5. Describe the geographic coverage.

The following two charts show the distribution of AccesSurf's volunteer and participant populations on the island of O'ahu. The percentages on the maps below represent a total of 552 volunteer registrations and a total of 367 PWD participant registrations.

**Volunteers**



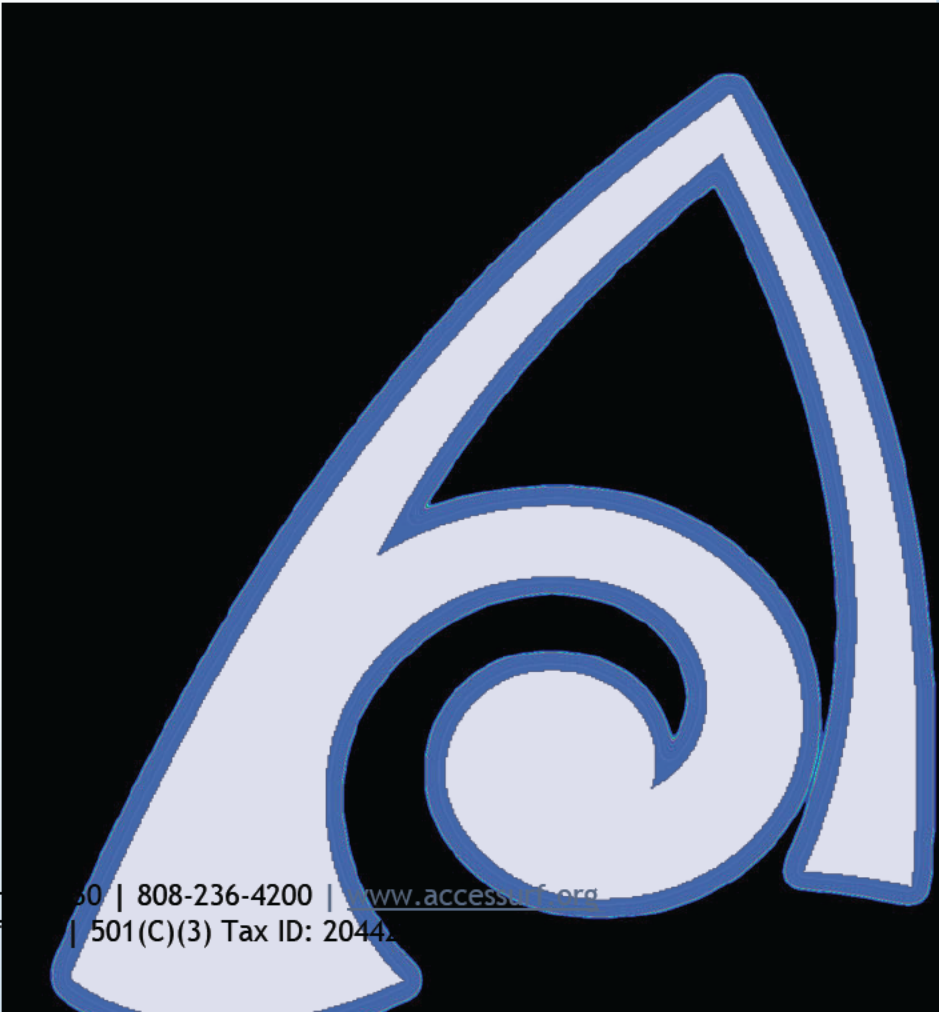
**Participants**





STATE Grant in Aid 2023 Application

### **III. Service Summary and Outcomes**



### **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;**

To rebuild our volunteer force so that ASH can exceed the levels of success pre-pandemic and once again provide the invaluable ocean and water experiences for our PWD, ASH proposes to meet the **first objective**; increase our trained volunteer core from 200 to 500, through implementing the following tasks:

Training activities:

i. 10 volunteer recruitment campaigns:

ASH will recruit and re-engage volunteers through 10 outreach campaigns. This will be done through in-person events (presentations at schools and businesses etc.), and online events (through social media, website, and partner listservers).

ii. 40 volunteer training events:

ASH will hold a total of 40 volunteer training events, to include:

- New volunteer training: Training geared to qualify the volunteer for on-the-job training
- Volunteer on-the-job trainings: Trainings geared toward qualifying the volunteer to become a core volunteer and provide administrative and program support for PWD; and specifically train in one or more of the following areas:
  - Check-in (pre-registration and sign in at event including data collection)
  - Scheduling (pairing participants and volunteers for activities)
  - Safely handle PWD to/from water and land
  - Water safety
  - Water support with PWD
  - Swim Specialist
  - Surfers Instructors
  - Equipment (we provide general and adaptive equipment that needs to be handed it, potentially fitted and collected after event)
  - Collect data for quality improvement
  - Set-up/tear down (transporting, unloading and setting up equipment area such as tent, accessibility mat etc.)”.
- In-depth specialized training events for core volunteers

- o These include, lifeguard training, ambassador training, or to become a Skill Assessment Specialist or Profiler:
    - Ambassadors are trained representatives of ASH attending community and business events to share about our programs for participant, volunteer and donor recruitment.
    - Skill Assessment Specialists are trained volunteers to assist with surveys to collect data about participant's progress.
    - Profiler is a trained volunteer that assesses and documents the need for support for each participant on land and on the water. This position works directly with the scheduler to pair volunteers with the proper skill set and training with participants.
  - o Cultural training (new-to be developed through this project)
  - o Safe Sport Training (done in collaboration with our partner Move United)
- iii. 10 volunteer retention activities:

To support and retain our volunteers, we will implement 12 volunteer retention activities. These include appreciation events (ASH Waterpark Day, Leadership Community meetings, End of the year gathering, Volunteer appreciation gathering), recognition programs (Volunteer of the Month and Year, recognition party).

To meet the **second objective**; Evaluate and improve program satisfaction and quality through data-led analysis, the following tasks will be implemented:

- i. Upgrade current data system:

ASH currently uses multiple data systems, each serving a different purpose. Through this task we will consolidate our existing data into one system. This will allow us to make better informed decisions for benefiting our PWD community.

- ii. Data collection through surveys and verbal feedback

ASH proposes to conduct new volunteer training and satisfaction surveys. After each training the survey will be either handed out or emailed. Data from the surveys will be aggregated, entered and de-identified electronically by the Program Administrator. The Program Administrator will provide monthly data reports to the Program Evaluator or upon request for individual events. Monthly analysis will be shared amongst the team to inform changes to future training.

ASH will also document verbal feedback related to satisfaction and quality assurance during each training. This feedback will be documented and aggregated by the Program Administrator and provided to the Program Evaluator for analysis. Monthly analysis will be shared amongst the team to inform changes to future training.

The outcome of this project will be a well-trained volunteer force that can fully support ASH programming for PWD and an established process for monitoring, evaluating and improving our volunteer training program.

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

ASH has the infrastructure, capability and experience to execute the proposed plan upon receipt of the award in a timely manner. The timeline for the grant is for a 12-month period, assuming that the project period will start July 1st, 2022 and will end on June, 30, 2023. The action plan suggests two phases of project execution, with phase 1 approximately lasting 3 months, and phase 2 resuming for the remaining 9 to 12 months.

Phase 1: Preparation and Roll out Phase: July to September 2022:

- Staff Orientation: It is critical that staff understand the activities that need to be implemented and are clear on the role they play in achieving the stated outcomes and timelines
- Developing and implementation of recruitment campaigns
- Solidify Partnerships for recruiting volunteers and implementing volunteer training. Name of joint tasks and partner are as followed:
  - Lifeguard training for lead volunteers and open ocean water safety: Never Off Duty & City and County Lifeguards:
  - Create collaborative events to share about volunteer opportunities: Sustainable Coastlines, Surfrider, One More Wave, Wounded Warrior Project, Na Kama Kai
  - Volunteer training for flat water sports: Blue Planet SUP
  - Expos & speaking opportunities
  - Military branches new recruit orientations: Schofield, Kaneohe MCB/Hickam/Barbers Point Coast Guard-participant and volunteer source
  - Participant, and training collaboration sources: University of Hawaii, Hawaii Pacific University, Punahou, Iolani and all schools in the Department of Education-volunteer
  - Age-friendly participant and volunteer source: Senior homes and Activity center
  - Safe Sport training for staff and Key Lead volunteers. Safe Sport will cover sport protection policies to create a sport and recreation environment free from abuse and misconduct: Move United. ASH is a chapter of Move United. Chapters with Move United were formerly known as Paralympic Sports Clubs.
- Revise and update event calendar
- Expand our volunteer training curriculum to include materials for spiritual/cultural traditions and awareness for our community
- Develop volunteer retention strategy



- Develop content 10 (expanded) training videos

#### Phase II: Action Phase: October 2022 to June 2023

- Monthly and quarterly staff meetings to ensure project timelines and outcomes are met
- Ongoing: Execution of recruitment campaigns
- Implement monthly volunteer trainings: as such we will host new volunteer training (virtually) and provide at minimum three monthly practical training opportunities for the following six program areas: “check-in (pre-registration and sign in at event including data collection)”, “equipment (at each event we provide general and adaptive equipment that needs to be handed it, potentially fitted and collected after event)”, “water safety”, “water support”, “land-to-water transfers” (assisting PWD in and out of the water), “set-up/tear down” (transporting, unloading and setting up equipment area such as tent, accessibility matt etc.)”.
- Implement Volunteer Retention Activities (Volunteer appreciation and recognition and self-care workshops)
- Gather feedback from participants/ volunteers throughout the grant period through the use of surveys and other evaluation tools, namely participant/ volunteer check-in, skill assessment and volunteer training evaluation (see details in 3.)
- Implement monthly/ quarterly and bi-annual evaluation team meetings to present results
- Analyze 100 survey results at 6 and 12 months
- Record 10 training videos
- Design and implementation of data-led improvements at 6- and 12-months point

#### **Proposed results for objective one:** on-going (monthly, quarterly) and at the end of the project

- Number of monthly and annual events (total, by event type: volunteer recruitment, new volunteer training, volunteer on the job training, volunteer retention event)
- Number of duplicated and unduplicated participants/ volunteers
- Number of recruitment posts
- Numbers of meetings/ communications with partners
- Problems occurring during the month, year with action taken to solve
- Program progress/measures of effectiveness
- Participant/ Volunteer demographics
- Percentage of volunteer with disability/ former participant
- Number of training per volunteer received annually (retention)
- Certificates (number of new key leaders, or program coaches/ lead)
- Number of surveys collected
- Volunteer of the month/ year
- Number of new profiler/ skill assessment specialists

**Proposed outcome for objective one:** Well-trained volunteer core of 300 volunteers ready to support PWD

**Proposed results for objective two:** on-going (monthly, quarterly) and at the end of the project

- Number of surveys
- Number of verbal feedback documents
- Number of meetings with volunteers to discuss feedback
- Improvement plans for volunteer training program

**Proposed outcome objective two:** an established process for monitoring, evaluating and improving our volunteer training program.

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

Our assurance and evaluation plans are embedded in the second objective: Evaluate and improve program satisfaction and quality through data-led analysis.

Through our 2020 Needs Assessment which included 150 respondents, we saw that there was a demand to include cultural and spiritual components in our trainings. Through this project, we intend to reach this new standard by bringing in Native Hawaiian practitioners and offering a variety of cultural training to test out which ones fit our volunteer needs.

**Monitoring** will be facilitated through survey collection at each training. Additionally, we will document verbal feedback (to be developed through this project) at each training. We will use surveys and feedback to monitor the satisfaction rates of our volunteers.

**Evaluation:** Data collected through surveys and feedback will be evaluated by the Program Evaluator. This will be done quarterly. The evaluation process will be developed through this project and will be used to evaluate what kinds of cultural and spiritual components fit the needs of our volunteers and to develop improvement plans for reaching the new standard of including cultural and spiritual components within the volunteer training program.

**Improvement:** Based on evaluation results, we will have meetings with staff and volunteers to jointly discuss conclusions resulting from the analysis and finalize the cultural and spiritual components that will be included in our volunteer trainings moving forward. The same team will develop improvement plans based on the results of the analysis. We intend to use the information gathered during this project and processes developed through objective two, to incorporate relevant and meaningful cultural and spiritual components into the rest of our programs, as appropriate.

**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 measure of effectiveness that will be reported to the State agency are under each objective are as followed:

**Objective One:** Increase our trained volunteer core from 200 to 500.

Measures:

1. Volunteer recruitment campaigns implemented: 10
2. Number of new volunteers recruited: 100
3. Volunteer trainings held: 40
4. Number of training experiences provided: 300
5. Volunteer retention activities implemented: 10

**Objective Two:** Evaluate and improve program satisfaction and quality through data-led analysis.

Measures:

1. Data collection events: 40
2. Number of surveys collected: 100
3. Documented feedback: 100
4. Improvement Plan: 1

**Timeline:** report monthly, fulfillment annually

**Instruments:** Check-in, registration records, surveys



STATE Grant in Aid 2023 Application

## IV. Financial



**IV. Financial**

**Budget**

- 1. The applicant shall submit a budget utilizing the enclosed budget forms as applicable, to detail the cost of the request.**
  - a. Budget request by source of funds**
  - b. Personnel salaries and wages**
  - c. Equipment and motor vehicles**
  - d. Capital project details**
  - e. Government contracts, grants, and grants in aid**

Please see Section VIII, Attachment 1 a through e.

- 2. The applicant shall provide its anticipated quarterly funding requests for the fiscal year 2023.**

Quarter 1	Quarter 2	Quarter 3	Quarter 4	Total Grant
\$80,000	\$80,000	\$80,000	\$80,000	\$320,000

- 3. The applicant shall provide a listing of all other sources of funding that they are seeking for fiscal year 2023.**

**Grants:** Hawaii Community Foundation Grants, Hawaii Tourism Authority, Friends of Hawaii Charities, City & County Grants In Aids, Craig H. Neilsen

**Other:** Individuals Donation, Private Foundations, Corporate Contributions, Sponsorships and Fundraising events, Aloha United Way

- 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 2023 for program funding.**

City and County GIA

Current: Grant Activity Name & Contract #: CT DCS-00003  
Grant Period: 10/09/2021-10/08/2022 Grant Amount: \$200,000  
Grant Purpose: Addressing the cascading impact of isolation and trauma on people with disabilities (PWD) and their families due to COVID-19 restrictions.

Past: Grant Activity Name & Contract #: CT DCS-00007  
Grant Period: 10/07/2020-10/06/2021 Grant Amount: \$125,000 Grant Purpose:  
AccesSurf Program and Training Growth

Past: Grant Activity Name & Contract #: CT DCS-00006  
Grant Period: 10/07/2020-10/06/2021 Grant Amount: \$123,966  
Grant Purpose: AccesSurf Programs

**6. The applicant shall provide the balance of its unrestricted current assets as of December 31, 2021.**

ASH's balance of its unrestricted current assets as of December 31, 2021, was:  
\$ 403,909.74.



STATE Grant in Aid 2023 Application

## V. Experience and Capability



## **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.**

ASH has the necessary skills, abilities, knowledge of, and experience to effectively deliver the services that it proposes in order to train volunteers appropriately to support programs for PWD, evaluate programs and training satisfactions and outcomes.

**ASH's experience relating to this request:** ASH has 15 years of experience in delivering programs to volunteers needed to support PWD, program evaluation and improvement. ASH's capacity to achieve the proposed objectives is evidenced by years of success in securing a well-trained volunteer force pre-pandemic, staff who are experienced and have the expertise to fulfill their role in realizing the project outcome and strong relationships with dedicated partners who are committed to supporting our programs and PWD. All of which has expanded every year since its establishment in 2006, such as:

- The volunteer training increased from one monthly training specific to surfing events to 42 training annually across five water sports.
- Trained volunteers allowed ASH to increase from 12 program days of 1 program in 2006 to 50 program days annually across 6 different programs and special events during a regular program year. All of which are additional opportunities to host on-the-job training for volunteers.
  - In 2019, during regular programming, of the 935 volunteers who registered over 89% returned to participate in multiple programs.
- Increase from one to six staff members. ASH currently sustains 6 staff.
- Developed a Board of Directors of professional business and community leaders
- Increased partnerships with local businesses and organizations for volunteer and funding support
- Implemented several volunteer committees to assist with programs and community outreach and program awareness opportunities
- Improved policies and procedures for ASH operations

All of which results in ASH current capacity and resources that will ensure project delivery, continued program improvement during and beyond the grant period:

**Qualified staff:** Staff, with over 60 years of experience working with PWD combined, are well qualified to carry out grant activities. Staff have professional expertise in the field of ocean activities and the physical, sensory, communication and psychosocial



needs of our volunteers and participants. Each staff position has a direct role working with volunteers. ASH's staff and volunteer Leadership Committee oversees the training of volunteers in all areas, attends events that share the mission to attract new volunteers and hosts volunteer appreciation events and activities throughout the year. Additionally:

- Executive Director, Cara Short and Training and Innovation Specialist, Ann Yoshida, have been advisors for organizations around the world providing accessibility, water sports programs and competitions to PWD including the structured volunteer system; developed a competitive athlete classification system. They hold multiple leadership and community awards, such as Pacific Business News' (PBN) Leadership Award 2019 (Cara), and the Hawaii Waterman Hall of Fame Title 2019 (Ann).
- Cara Short and Program Evaluator, Simone Schmid, have co-authored and published a Pilot Program Evaluation in 2019: *Physical Activity & People with Disabilities - A Qualitative Process and Outcome Pilot Evaluation of the Non-Profit Organization AccesSurf Hawaii*. Simone Schmid also published three additional studies in 2021 relating to *Program Evaluation of AccesSurf Hawaii, an adaptive surf, swim and canoe program for people with disabilities*.

**Qualified Volunteers:** Our volunteers, many of which have been dedicated volunteers throughout the years and have taken key lead positions at our events as well as in our monthly leadership planning committee. Our core volunteer certification route builds confidence and replicable reliability in the volunteer pool as well as participant comfort. The heart of ASH is seeing our participants and volunteers become friends as they share their stories of surfing and enjoying friendships during other life activities outside of ASH events.

- **Qualified Board of Directors:** Ensure strategic planning, financial oversight, and organizational development, providing the support needed to sustain ongoing volunteer recruitment and training efforts.
- **Leadership Committee (LC):** The LC is trained by staff to evaluate and lead the development of our volunteers. The LC is dedicated to support and encourage our volunteers into the future.
- **Outreach & Ambassador Committee:** Composed of educators, this committee develops curriculum and instructs individuals to represent ASH while engaged in outreach efforts. This support will be in place for continued recruitment.
- **Key Leaders:** Most of our key leaders have been volunteering and training with our organization for more than 10 years.
- **Trained Volunteer Community:** Are all program volunteers who have received training.

**Seasoned and well-maintained partnerships:** ASH has many long standing and diverse partnerships and continually forges new partners where recruitment and training of volunteers will be supported past the grant period. Our long-term partnerships with business and community groups establish support and expertise to improve volunteer skills and bring more awareness of the needs of PWD. We have developed partnerships

with corporations and organizations that not only support the organization through resources offered but also make up part of our volunteer pool. Experts partner with ASH to share their knowledge and skills to develop our community capabilities. For example, Never off Duty has incorporated water safety training for PWD into its lifeguarding instruction with American Red Cross from working with ASH in our yearly lifeguarding training. Likewise, we partnered with experts to develop advanced training covering disability function, cultural competence, wellbeing, and self-care. As experts share their talents, our community is empowered to build a more accepting community.

**ASH's past projects related to this request:** ASH experience and capabilities are evidenced in our past and existing contracts for volunteer training and recruitment, program evaluation and improvement. ASH has received funding from multiple sources, such as government entities, private donors, fundraising, and private foundations to create an inclusive community of people with and without disabilities over the past 15 years of service to the State of Hawaii. ASH possesses the necessary experience to provide effective mobile beach and ocean services including people with and without disabilities of numerous communities around Oahu (all districts) and some from neighboring islands.

ASH's showed success through the AccesSurf Program and Training Growth Grant (Contract #: CT DCS-00007) in 2020 and the AccesSurf Programs Grant (Contract #: CT DCS-00006) from the City and County in 2019. Through both grants much work has been accomplished (i.e. developing training videos). All milestones were exceeded during both project periods. GIA city and county funds have benefited our capacity and quality of the organization. Through this we developed the foundation to make this project request to further volunteer training and evaluation.

ASH has received other grants from organizations in the State of Hawaii that have contributed to the same or similar goals as the State GIA, through i.e. an electronic check-in and database and volunteer training manual, including but not limited to the Hawaii Community Foundation and Bank of Hawaii (McInerney Foundation).

ASH has received other grants from organization outside of the State of Hawaii, supporting work in the State of Hawaii that have contributed to same or similar goals as the State GIA, through i.e. a Pilot of the Skill Assessment and Design of Volunteer Training Evaluation, including but not limited to Craig H. Neilsen Foundation.

In 2020, we conducted our first formal needs assessment; allowed for by private funding. The goal for this mixed-method needs assessment was to inform adaptations of AccesSurf programs during COVID-19 based on the current community need. ASH found that PWD and their families and volunteers were highly satisfied or satisfied with our programming. Suggestions for improvement were heard and addressed such as including expanding type of activities, scheduling and locations.

If granted, the activities will increase quality and experience in programs through re-building and expanding the trained volunteer core and developing the skill level of the people that participate in our programs. All to meet new demands of ASH programs during and post the COVID-19 pandemic.

## 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.**

**Facilities and vehicles:** ASH's office, including a parking stall, is located at 3615 Harding Ave (410), HNL. This is a central location with access to and from around the island for staff, volunteers and participants. The office facility is positioned close to several major bus lines providing maximum access for anybody needing or wanting to come to our office. The building, office and bathrooms are wheelchair accessible. It contains desks and computers for staff members and volunteers to run or perform project and training related tasks. The office also stores virtual training equipment and some limited essential in-person training materials and equipment that need to be accessible conveniently. ASH possesses two equipment vehicles (vans) and a trailer that transport specialized program equipment to and from our PASHA storage unit at Barbers Point, to and from the office and other program sites. The first van is parked at the Barbers Point Coast Guard Base, and the second van is parked at the Program Administrator's house for safety purposes and access. Both vans will be used for this project, however, a third van is needed. We have limited access to our equipment storage on our partner's property. In order to deliver programs on a timely basis we need these vans to transport from the storage area to the program area and sometimes we have three programs running at the same time.

ASH office is compliant with Federal and State building codes, providing a clean, safe and secure facility. Participant and volunteer information is stored in password protected computers in order to keep records confidential. All evaluation materials are de-identified by the Program Administrator and provided to Program Evaluator for analyses without any names. ASH employs a drug and smoke free workplace policy with staff, volunteers, and visitors. Training is accessible to those with hearing, speech, psychological, and other disabilities. ASH values are focused on inclusion for all people and as such our events do, so that staff, participants and volunteers of diverse backgrounds come together, feeling safe and respected.

**Training Sites (In person):** We have long standing partnerships that provide access to beaches and pools for our programs around the island. These sites will be available for project related events. When choosing program sites, we always assess the sites for safety and accessibility (parking, walkway, bathrooms, transfer chairs etc.) and conditions (such water); if the site is not accessible but safe and meets other aspects of the event needs, ASH will bring ASH own accessible mats and make the site accessible

for anyone with assisted walking devices or wheelchairs. ASH also possesses transfer beach chairs for access to the water. Training partners that provide program sites include: Honolulu Pearl Canoe Club (for paddle training), Na Kama Kai (for ocean safety training collaborations). To secure additional program venues, ASH works closely with Honolulu City and County Parks and Recreation Department, Morale, Welfare and Recreation (MWR) with the Joint Base Pearl Harbor Hickam. Examples of Beach Parks used for ASH programming are: White Plains, Kualoa Regional, Ala Moana, Pokai Bay, Ali'i, Oneula, Kuhio Beach Parks. Examples of pools used are: Kaneohe, Manoa Valley District Parks, Waikele Community Park.



STATE Grant in Aid 2023 Application

## **VI. Personnel: Project Organization and Staffing**

### **1. Proposed Staffing, Staff Qualification, Supervision, and Training**

**2. Org**

**3. Con**



## **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.**

**Executive Director (ED):** Reports to the Board of Directors and oversees the implementation of the organization's strategic plan. She provides administrative direction for all staff and develops, maintains and secures partnerships for programmatic and financial purposes. The Executive Director also heads all fundraising efforts.

- The current Executive Director has been in this position for 8 years (since 2014). Mrs. Short's background as a business owner for 10 years prior to this position has been instrumental with her leadership in expanding our programs from two to eight and increasing staff from one to six, based on increasing the organization's annual revenue from \$60,000 to over \$500,000.
- The Executive Director is Lifeguard/CPR trained.
- For this project, the Executive Director will oversee the successful implementation of this project, by securing partnerships, providing administrative guidance and maintaining relationships with our partners and constituents for volunteer training and recruitment and additional external funding to provide training.

**Operations Director:** Responsible for the day-to-day functions of ASH. This includes staff, program and volunteer management. He assists with business development and fundraising and facilitates staff and volunteer meetings. The Operations Director reports to the Executive Director and assumes the Executive Director's responsibilities if the Executive Director is unavailable.

- The current Operations Director, Adrian Kerwin joined the ASH team in 2021, has a background in educational outreach as a teaching assistant and special education skills training. As part of the development team for The Reading Company, he managed all aspects of the business including program development and employee management.
- Mr. Kerwin has a MBA and has served on non-profit Board of Directors for Assistive Technology and the young leaders board for Special Olympics. He is also Lifeguard/CPR trained.
- For this project, Mr. Kerwin will support the ED with this project by making sure this project's goals and objectives including their timelines are being met, overseeing staff and all volunteer training and management.

**Program Communications Coordinator:** Oversees promotional and communications for the organization. This position reports to the Executive Director and Operations Director and works alongside the Program Administrator in planning, communicating for, and implementing programs and events.

- Shaina Bachstein is a long time ASH lead volunteer at programs and social media manager since 2013. She transitioned to a staff role in 2020.
- Mrs. Bachstein has a B.A in Child and Adolescent Development & Psychology and has worked with people with disabilities as an Applied Behavioral Analysis therapist and in communications as a Media Manager. She is also Lifeguard/CPR trained.
- For this project, Mrs. Bachstein will be responsible for assisting with recruiting new participants and volunteers through all communication venues (email/social media and local media), assembles promotional materials and coordinates volunteer and participants registrations

**Program Administrator:** Responsible for the organization's website, data tracking systems, program registration, on site program support, program equipment and inventory. This position reports to the Executive Director and Operations Director and works alongside the Program Communications Coordinator for all program planning.

- Russ Kim started with ASH in 2014 as a volunteer; transitioned to staff position in 2020. He independently organizes all IT related systems and tasks.
- He has many years of IT background as a civilian contractor with Joint Base Pearl Harbor Hickam and an BBA in Management Information Systems. He is Lifeguard/CPR trained and holds a certificate as an Adaptive Surf Instructor through AmpSurf.
- For this project, Mr. Kim will be the lead in identifying the to be implemented software and coordination such as with Salesforce. He will also ensure data collection, confidentiality and data cleaning to hand over anonymized data sets to the Program Evaluator. This position is responsible for creating online volunteer and participant registration, maintenance of the website including events calendar and the volunteer training manual and the transport and maintenance of program equipment.

**Training and Innovation Specialist:** Responsible for facilitating and providing support with specifics working with people with disabilities. This position will oversee research, testing, evaluations and integrating innovations into ASH's systems, equipment and program processes. This position reports to the Operations Director and Executive Director.

- The current Training and Innovation Specialist, Ann Yoshida is a founding adaptive athlete of ASH. Ann has been instrumental with the development and training programs for ASH since 2006.

- She holds a PHD in Occupational Therapy, MS, Rehabilitation Counseling, BS Speech Pathology & Audiology. She is also Lifeguard/CPR trained.
- For this project Ms. Yoshida updates all training material, oversees all volunteer training and trains staff and Key Lead volunteers to execute volunteer training. She will also jointly update and develop new participant/ volunteer surveys and other data collection tools. Additionally, she facilitates their implementations.

**Program Evaluator:** Responsible for program monitoring and evaluations. Tracking grant deliverables. Performing quantitative and qualitative analysis for programs. This position reports to the Executive Director.

- Simone Schmid started as a volunteer in 2010 and transitioned to staff in 2019. She jointly evaluated ASH's impact on participants' benefits, ability to assess community need during COVID-19, and program sustainability, in collaboration with the University of Hawaii at Manoa. Simone holds a PhD in public health, has a Master in Physical Activity and Health.
- For this project, Ms. Schmid will be responsible for designing, updating and implementing surveys and other data collection tools to achieve objective #2 of this project.

## 2. Organization Chart

**The applicant shall illustrate the position of each staff and line of responsibility/supervision. If the request is part of a large, multi-purpose organization, include an organization chart that illustrates the placement of this request.**

The ED (1 FTE) will manage partners and outreach/ recruitment campaigns, as well as as leads the team to implement new data software and purchase new equipment van. The Operations Director (1 FTE) will manage project staff, oversee volunteer training programs and outreach for recruitment efforts. The Program Administrator (1 FTE) will be the lead coordinating the implementation of the new database, maintain and update our website to include current recruitment campaigns, volunteer training and retention activities, and surveys. The Administrator will also track volunteers and training as well as provide IT support for training and training video production. The Program Communications Coordinator (1 FTE) will be responsible for all communications that go out through social media and email lists related to volunteer recruitment and training. The Coordinator is in direct contact with all volunteers. The Training and Innovation Specialist (1 FTE) position will develop the expanded volunteer training curriculum and design content of training videos. The Program Evaluator will develop surveys that will be used to evaluate the quality of volunteer training and develop strategies to improve the delivery of services. The Specialist will jointly with the Program Evaluator use evaluations and feedback from volunteers to measure satisfaction and outcome, to improve the volunteer training experience.

Please see the chart of organization and management structure on the next page.



**Organizational and Management Structure:  
AccesSurf Hawaii (ASH)**

Paid Staff (FTE as for this project)

Voluntary Board

Core Program Volunteers

**Board of Directors**

Strategic and organizational planning, fiduciary oversight and financial management, quality assurance of organization programs and services, assessment of organizational needs and evaluation of staff and board performance.

**Executive Director (1 FTE)**

Strategic planning, guidance and leadership. Oversees all staff and volunteer. Maintains budget oversight. Fundraising and development. Reports to the Board.

**Operations Director (1 FTE)**

Manages staff and volunteers. Oversees programs, equipment, events and all operations directly related to programs.

**Program Administrator  
(1 FTE)**

General and website correspondence. Data tracking and program registrations. General, Admin and IT support for programs.

**Program Communications  
Coordinator (1 FTE)**

All correspondence, Social media, email content. Program support.

**Training & Innovation Specialist  
(1 FTE)**

Creates and oversees all program training, participant profiling, equipment innovation.

**Program Evaluator (1 FTE)**

Creation & implementation of Data Monitoring & Program Evaluation Systems & Analyses. Strategic planning.

**Leadership Committee**

Operational support for all programs/events.  
Program policy and procedure including program structure, training, equipment and safety

**Outreach and Ambassador Committee**

Trained ASH Ambassadors to host outreach and recruitment events

**Program Key Leaders**

Each of the clinic & programs areas have 1-2 Key Leaders to support oversight at program days and logistics. They have been AccesSurf certified and have passed an official on the job training.

**Clinic Coaches & Leads**

Help organize and implement clinic days. Coaches help with goal setting and evaluation. Support volunteer trainings. Leads oversee organization and implementation of clinic days (surf, swim, paddle)

**Trained Volunteer Community**

Representative of community members, with age, gender and ethnicities mix.  
Volunteers undertake a variety of roles according to their preferences and particular strengths – surf and swim, check in, food, equipment, transfers, water safety, volunteer support, merchandise, recording, promoting, fundraising and event planning. They receive at minimum a general Training and Tasks specific instruction.

### 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: \$75,000  
Program Evaluator: \$61,981  
Operations Director: \$43,680



STATE Grant in Aid 2023 Application

## **VII. Other**

- 1. Litigation**
- 2. Licensure or Accreditation**
- 3. Private Education Institutions**
- 4. Future Sustainability Plan**



## **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.**

### **2. Licensure or Accreditation**

**The applicant shall specify any special qualifications, including but not limited to licensure or accreditation that the applicant possesses relevant to this request.**

Not applicable.

### **3. Private Educational Institutions**

**The applicant shall specify whether the grant will be used to support or benefit a sectarian or non-sectarian private educational institution. Please see [Article X, Section 1, of the State Constitution](#) for the relevance of this question.**

Not applicable.

### **4. Future Sustainability Plan**

**The applicant shall provide a plan for sustaining after fiscal year 2022-23 the activity funded by the grant if the grant of this application is:**

- (a) Received by the applicant for fiscal year 2022-23, but**
- (b) Not received by the applicant thereafter.**

ASH has been able to effectively sustain our programs and benefits to the PWD community for more than 15 years. We were even able to stay afloat during the pandemic and continue to do so, when other non-profits were forced to fold.

Sustaining recruitment campaigns for volunteers: After the grant period, ASH will continue to sustain volunteer recruitment campaigns through our partners. Our partners see a win-win situation in helping us recruit for our programs while providing volunteer and participant opportunities to their constituency.

Sustaining training for volunteers: Supported by a past GIA city and county grant, we have in place a training curriculum and videos. Once this project is completed ASH will also have an expanded curriculum and additional training videos that can be used to

train volunteers once the grant period has ended. In addition, volunteer training will be sustained through our partners as well as through regular programming.

Sustaining quality improvement for future programming: Once the volunteer training and satisfaction survey is expanded and the wellness survey is finalized, ASH will continue to use and even expand on these tools through our regular programming and future funding.

We are fortunate to have three viable revenue streams that support our operations. These streams include donations, fundraisers, and grants. In the context of the pandemic, our two major funding streams (donations and fundraisers) decreased significantly, mainly because everyone was experiencing financial challenges. It is through the success of acquiring grants that ASH was able to stay afloat during the pandemic. Hoping that the end of the pandemic is near and that we will be able to function normally after this grant period has ended, it is anticipated that ASH will be able to increase our funding streams to the level they were at previously and will continue to seek grant funding to sustain and even expand on this project's proposed outcomes.



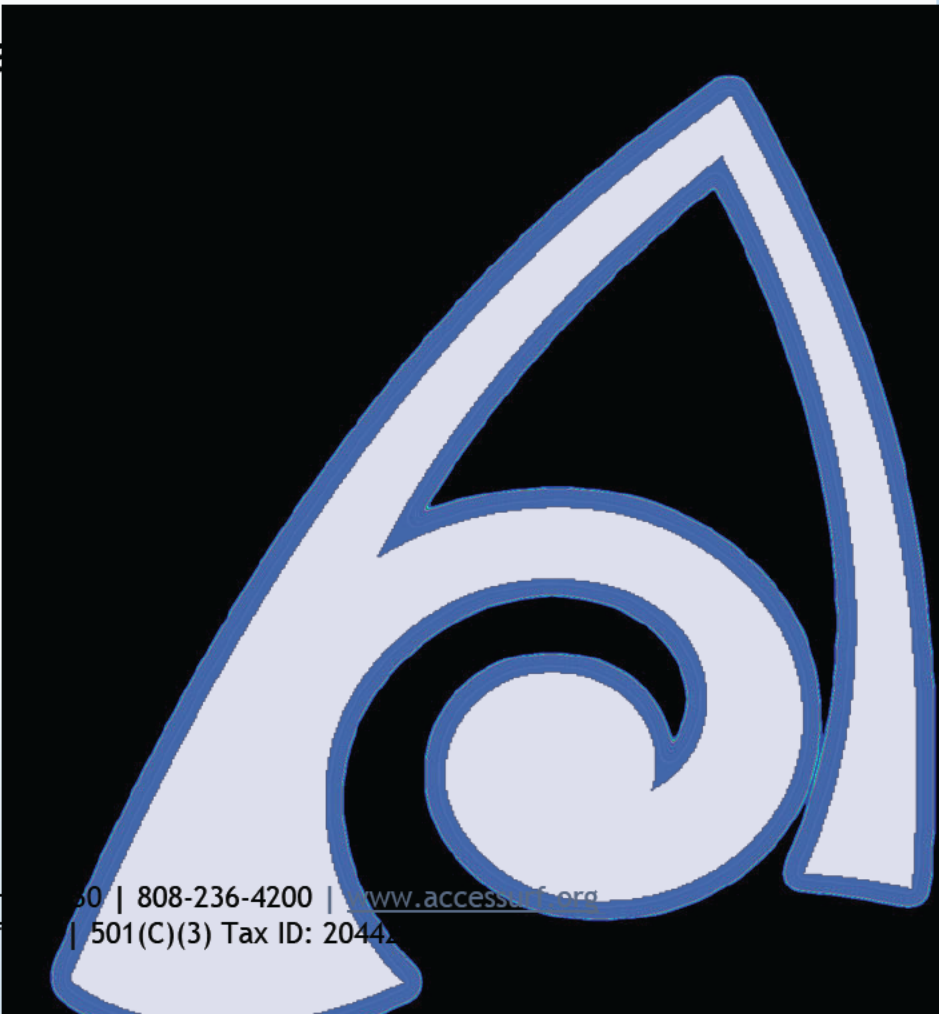
STATE Grant in Aid 2023 Application

## VIII. Attachments

### 1. 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

### 2. Sta



## BUDGET REQUEST BY SOURCE OF FUNDS

Period: July 1, 2022 to June 30, 2023

App

AccessSurfHawaii

BUDGET CATEGORIES	Total State Funds Requested (a)	Total Federal Funds Requested (b)	Total County Funds Requested (c)	Total Private/Other Funds Requested (d)
<b>A. PERSONNEL COST</b>				
1. Salaries	176,017		119,932	80,607
2. Payroll Taxes & Assessments	21,122		14,392	9,673
3. Fringe Benefits	15,841		10,409	7,255
<b>TOTAL PERSONNEL COST</b>	<b>212,980</b>		<b>144,732</b>	<b>97,534</b>
<b>B. OTHER CURRENT EXPENSES</b>				
1. Airfare, Inter-Island				5,000
2. Insurance				13,000
3. Lease/Rental of Equipment				
4. Lease/Rental of Space	17,000			
5. Staff Training				5,000
6. Supplies				59,997
7. Telecommunication	900			
8. Utilities				3,000
9. Accounting				12,000
10. Taxes				4,000
11. Outside services (i.e officials for competition)				44,000
12. Audit				15,000
13.				
14.				
15.				
16.				
17.				
18.				
19.				
20.				
<b>TOTAL OTHER CURRENT EXPENSES</b>	<b>17,900</b>			<b>160,997</b>
<b>C. EQUIPMENT PURCHASES</b>	<b>56,120</b>		<b>7,024</b>	<b>28,880</b>
<b>D. MOTOR VEHICLE PURCHASES</b>	<b>33,000</b>			
<b>E. CAPITAL</b>				
<b>TOTAL (A+B+C+D+E)</b>	<b>320,000</b>		<b>151,756</b>	<b>287,411</b>
<b>SOURCES OF FUNDING</b>		Budget Prepared By:		
(a) Total State Funds Requested	320,000	Cara Short 808-748-1820		
(b) Total Federal Funds Requested		Name (Please type or print) Phone		
(c) Total County Funds Requested	151,756	Cara Short January 14, 2022		
(d) Total Private/Other Funds Requested	287,411	Signature of Authorized Official Date		
<b>TOTAL BUDGET</b>	<b>759,167</b>	Cara Short, Executive Director		
		Name and Title (Please type or print)		

Applicant AccesSurf Hawaii

POSITION TITLE	FULL TIME EQUIVALENT	ANNUAL SALARY A	% OF TIME ALLOCATED TO GRANT REQUEST B	TOTAL STATE FUNDS REQUESTED (A x B)
Program Communications Coordinator	1 FTE	23 400	0.75	17 550
Program Administrator	1 FTE	28 080	0.75	21 060
Training & Innovation Specialist	1 FTE	37 548	0.75	28 161
Operations Director	1 FTE	43 680	0.75	32 760
Program Evaluator	1 FTE	61 981	0.75	46 486
Executive Director	1 FTE	75 000	0.40	30 000
<b>TOTAL</b>				<b>176 017</b>
<b>JUSTIFICATION/COMMENTS</b>				



Applicant: AccesSurf Hawaii

DESCRIPTION EQUIPMENT	NO. OF ITEMS	COST PER ITEM	TOTAL COST	TOTAL BUDGETED
Data Customer Relations Management System (CRM)	1	\$50,000	\$50,000	\$50,000
Ipads (with cases)	8	\$315	\$2,520	\$2,520
Video equipment (camera with microphone)	1	\$2,000	\$2,000	\$2,000
Program shirts (rash guards)	100	\$16	\$1,600	\$1,600
<b>TOTAL:</b>	10		\$54,520	\$54,520

**JUSTIFICATION/COMMENTS:**

CRM System that will be user friendly to track program registrations, participants, volunteers, grants and donors. This is the cost of the custom platform design, set up, staff training and support. Video equipment needs for virtual programs and training. Ipads for digital check in at programs and registrations and survey collection.

DESCRIPTION OF MOTOR VEHICLE	NO. OF VEHICLES	COST PER VEHICLE	TOTAL COST	TOTAL BUDGETED
Equipment cargo van	1	\$ 33,000	\$ 33,000	\$33,000
<b>TOTAL:</b>	1		\$ 33,000	\$33,000

**JUSTIFICATION/COMMENTS:**

The organizations needs an additional equipment vehicle to accommodate the transporting all of the required equipment for programs.

**BUDGET JUSTIFICATION - CAPITAL PROJECT DETAILS** Period: July 1, 2022 to June 30, 2023

Applicant: AccesSurfHawaii

<b>FUNDING AMOUNT REQUESTED</b>						
<b>TOTAL PROJECT COST</b>	<b>ALL SOURCES OF FUNDS RECEIVED IN PRIOR YEARS</b>		<b>STATE FUNDS REQUESTED</b>	<b>OTHER SOURCES OF FUNDS REQUESTED</b>	<b>FUNDING REQUIRED IN SUCCEEDING YEARS</b>	
	<b>FY: 2020-2021</b>	<b>FY: 2021-2022</b>	<b>FY:2022-2023</b>	<b>FY:2022-2023</b>	<b>FY:2023-2024</b>	<b>FY:2024-2025</b>
PLANS						
LAND ACQUISITION						
DESIGN						
CONSTRUCTION						
EQUIPMENT						
<b>TOTAL:</b>						
<b>JUSTIFICATION/COMMENTS:</b>						

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

Applicant: AccesSurfHawaii

Contracts Total: -

	<b>CONTRACT DESCRIPTION</b>	<b>EFFECTIVE DATES</b>	<b>AGENCY</b>	<b>GOVERNMENT ENTITY (U.S./State/Hawaii/ Honolulu/ Kauai/ Maui County)</b>	<b>CONTRACT VALUE</b>
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# Cara Short

1992 St.Louis Dr  
Honolulu, HI 96816  
H: 808-748-1820  
cara@accessurf.org

## Skills

- Team leadership, training and development
- Business administration
- Quality control
- Documentation and reporting
- Program monitoring
- Budgeting and financial management
- Communications strategy
- Program management
- Public speaking
- Outreach programs

## Experience

- 2014 to present **AccessSurf Hawai'i** Honolulu, Hawaii  
**Executive Director**  
AccessSurf is a non-profit empowering people with disabilities through accessible beach and ocean sports programs and building an inclusive community.
- increased programs on O'ahu to host 50 program days annually
  - formalized adaptive surf team representing locally, nationally and internationally
  - expanded to include a sister organization in Okinawa
  - increased staff to 2 full time, 2 part-time plus a communication consultant
  - created an Executive level Board of Directors (15 members), Leadership Committee (13 members)
  - assisted with local City and County for permanent beach access mats
  - office and permanent equipment storage
  - increased revenue and budget by 8 times
  - increased annual international event to host over 80 adaptive athletes from 16 nation
  - developed community relationship with schools and other organizations to bring more awareness about inclusion
- 2012 to 2014 **AccessSurf Hawai'i** Honolulu, Hawaii  
**Program Coordinator**  
Oversee and execute all program operations (part time position)
- volunteer coordination
  - equipment and maintenance
  - coordination of all programs - pre, during and post event
- 2012 to 2014 **Aloha Provisions** Honolulu, Hawaii  
**Owner**  
Aloha Provisions was an online grocery delivery service for fresh quality groceries to vacation rentals and local residents on Oahu.

# Adrian Kerwin

## EDUCATION

- 2019 - 2020 **SDA BOCCONI**, Milan, Italy  
Master of Business Administration  
*VP of OUT LGBTQ+ Club Recruiting & Admissions Representative*
- 2016 - 2016 **BABSON COLLEGE**, Wellesley, MA, USA  
Gordon Sachs 10,000 Small Businesses Certificate of Entrepreneurship
- 2007 - 2013 **TEMPLE UNIVERSITY, JAPAN CAMPUS**, Tokyo, Japan  
Bachelor of Arts  
*Admissions Office Representative*

## PROFESSIONAL EXPERIENCE

- 2021 - present **ACCESSURF HAWAII**, Honolulu, HI, USA  
**Operations Director**
- Lead team of 4 in the planning, coordination, and execution of multiple monthly water-based programs for people with disabilities
  - Developed, implemented, and currently maintain internal systems for communication, data storage, and event tracking
  - Together with my team, I develop new sources for fundraising, sponsorship, and create new events and programs
  - In partnership with the Executive Director, I conduct performance evaluation, examine the need for future hires, and coordinate more than 100 volunteers
- 2020 - 2021 **BUSINESS CONSULTING RESOURCES**, Honolulu, HI, USA  
**MBA Intern Head Intern**
- Conducted market research and gathered data, summarizing findings for colleagues or clients
  - Worked with three different teams on projects centering around organizational structure, family business, entrepreneurial endeavors, and business development
  - Designed and implemented a novel hiring and onboarding strategy for clients and internships protocols for future interns
  - Aided senior and associate consultants in the creation of strategic plans, competitive analysis, organizational designs, and team structure
- 2013 - 2019 **THE READING COMPANY**, Honolulu, HI, USA  
The Reading Company is a small business that focuses on educational tutoring, assisting students, families, and schools design and implement curriculum, educational plans, and programs across all ages.
- President Chief Operations Officer Co Owner Director of Instruction**
- Directed human resources, conducted a employee hiring and training, ran payroll, oversaw professional development, and constructed contracts in compliance with local and federal laws
  - Integrated new technology for invoicing, billing, and customer tracking for 200+ clients and contracts and coordinated scheduling between them
  - Created digital solutions for accounting, banking, and consolidation of over \$50,000 of assets and inventory
  - Formed partnerships with 10 schools and non-profit entities, developing more than 50 programs for both small groups and individual clients
  - Managed 40+ client relationships; ensured measurable reports were delivered on time; established a new model of client onboarding, improving customer satisfaction by 50%
  - Expanded programs and offerings, generating more than \$250,000 in annual revenue an 800% increase over a 5 year period
- 2014 - 2019 **CLARENCE T.C. CHING PUEO PROGRAM**, Honolulu, HI, USA  
The PUEO Program is a community outreach organization of Punahou School that aims to raise the aspirations of underserved students from the public school system prepares them for entrance to and competition of college.
- College Counselor Administrative Intern Independent Contractor**
- Coached and instructed 40+ students, ensuring high school competition and submission of financial aid, scholarship, and college applications
  - Facilitated communication between 40+ students, families, college counselors and administrative staff
  - Executed a 9-month study of technology service integration featuring a digital library, reading comprehension metrics, and assistive technology for more than 300 students and their families
  - Coordinated incorporation of that technology into classrooms across the program's seven levels



### Personal data

Place of birth: Honolulu, HI, USA  
Date of birth: 30/10/1988  
Nationality: American

### Permanent address

3629 Mahana Ave  
96816, Honolulu, HI, USA  
Phone: +39 366 503 4535

### Present address

343 Hobron Ln,  
Apt 2602  
96815, Honolulu, HI

### E mail

adrian.kerwin@mba.sdbocconi.it

### LANGUAGES

English: native; Japanese: good; Italian: basic

### ADDITIONAL INFORMATION

- Ex-officio and former chairman of Special Olympics Hawaii's Young Executives Board
- Treasurer of the Board of Assistive Technology Resource Centers of Hawaii
- PADI Certified Advanced Open Water Diver
- Proficient with Google Analytics and the Google Admin Console
- Professional singer and songwriter, performing in local cafes and bars

# SHAINA BACHSTEIN

## EXPERIENCE

### PROGRAM COMMUNICATIONS COORDINATOR

AccessSurf Hawai'i 2020 - Present

Oversees promotional and communications for the organizations. Works alongside the Program Administrator and Program Coordinator planning and communicating about programs and events.

### COMMUNICATIONS CONSULTANT

AccessSurf Hawai'i July 2020 - Dec. 2020

Oversees promotional and communications for the organizations. Works alongside the Program Administrator and Program Coordinator planning and communicating about programs and events.

### SOCIAL MEDIA MANAGER

AccessSurf Hawai'i 2016 - Present

Manage all social media presence and content on multiple platforms. Utilize social media analytical data and metrics to measure effectiveness. Design new, engaging content. Develop engagement strategies, including contests and giveaways, to enhance brand awareness.

### FLIGHT ATTENDANT

Hawaiian Airlines & 'Ohana by Hawaiian 2014 - Present

Ensure passenger safety onboard the aircraft, enforce Federal Aviation Administration regulations and company policy. Uphold customers needs and satisfaction, embodying the Aloha spirit and Hawaiian Hospitality.

### ABA THERAPIST

All About Behavior LLC 2013 - 2014

Provide developmental assessments and assisted with case management for children with autism spectrum disorders in the home, community, and school.

### SOCIAL MEDIA MANAGER & SALES ASSOCIATE


Plant Hawai'i & Aloha Pearls Hawai'i 2013 - 2014

Sales and Marketing. Create and manage Etsy website including content, sales, and communication. Manage Facebook posts and message communications.

## CONTACT

 808-372-0381

 shaina@accessurf.org

 46-153 Hilinama St  
Kaneohe, HI. 96744

## EDUCATION

B.A. Child and Adolescent  
Development & Psychology  
Point Loma Nazarene University,  
San Diego – 2009-2013

## SKILLS

- Efficient and organized
- Communication
- Writing
- Canva
- Mail Chimp
- Computer Skills
- Problem-Solving
- Project Management Tools
- Interpersonal Skills

# Russell James Kim

3593 Alani Drive • Honolulu, Hawaii 96822  
(808) 551-6824 • russkim80@gmail.com

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## Summary:

Highly experienced IT engineer and manager with refined troubleshooting abilities. Ingenious in maximizing resources to meet all demands. Analytical leader with excellent multitasking abilities.

## Certifications:

- CompTIA Security+
- CompTIA A+
- Cisco Certified Network Associate (CCNA)
- Microsoft 70-410 Installing and Configuring Windows Server 2008
- American Red Cross Basic Life Support/First Aid/CPR with AED

## Work Experience:

12/19 – Present

Honolulu, Hawaii

### **AccessSurf Hawaii Inc. Program Administrator**

- Office administration: merchandise inventory and fulfillment, email and phone correspondence, equipment organization.
- Program support: configured and implemented a new information and check in database system, assists other staff members at all events and programs.
- IT support: assists other staff members with any IT related issues, website design and updates, email and website administration.

4/19 – 12/19

Honolulu, Hawaii

### **Self Employed Home Renovation Manager**

- Coordinated several house renovation projects including plumbing, electrical, carpentry, drainage, landscaping, and cabinet refacing.
- Interviewed potential contractors and reviewed quotes for work that needed to be completed.
- Oversaw all work to ensure quality workmanship and products were used.

11/14 – 8/18

Hickam AFB, Hawaii

### **NCI Inc./Agile Defense Field Service Engineer**

- Performed maintenance on physical and virtual servers, blade enclosures, network devices, tape backup devices, and SAN storage.
- Coordinated global projects involving deployments of hardware to Air Force bases around the Pacific Ocean and technical refreshes to upgrade older equipment.
- Traveled out of country to perform work on equipment located on a remote Air Force base.

10/10 – 4/14

Hickam AFB, Hawaii

### **Pelatron Inc./Valdez International Corp. Monitoring Management Subject Matter Expert**

- Supervised and trained USAF airmen how to operate and maintain the monitoring software and the virtual environment it is installed on.
- Managed the installation of client and server upgrades, e-mail notifications, display configurations, and updating leadership of any changes.

4/07 – 9/10

Hickam AFB, Hawaii

### **Washington Technology Group Network Engineer**

- Responsibilities included maintaining, troubleshooting, and upgrading network devices in various locations in and around the Pacific Theatre.
- Performed work on Cisco routers, switches, VPN devices, and CiscoWorks software as well as updated and closed tickets in the Remedy ticketing system.

**Information Assurance Specialist**

- Responsibilities included the maintenance and health of network monitoring software as well as the stability of the notifications which are sent.
- Maintained the NetIQ AppManager software suite, EMC Ionix Smarts In Charge software suite, and Solarwinds installed on Dell and HP physical servers in a Microsoft Windows client/server environment.

**Volunteer Experience:**

- 7/16-Present      **AccesSurf Key Leader**      Honolulu, Hawaii  
**Water Safety Key Leader/Member of Leadership Committee**
- Providing a safe environment for everyone to experience the ocean.
  - Constantly training and adapting to create a smooth program.
  - Supervising volunteers to maintain a safe perimeter for all participants.
- 4/16-Present      **Hawaii Adaptive Surf Team**      Honolulu, Hawaii  
**Volunteer/Water Safety/Athlete Assistance**
- Assisting competitive adaptive athletes at the local and international level.
  - Helping adaptive athletes to compete by pushing them into waves.
- 4/15-Present      **AccesSurf Volunteer**      Honolulu, Hawaii  
**Day at the Beach/Wounded Warrior**
- Transferring participants with disabilities into and out of the ocean and pools.
  - Providing surf instruction to injured American service men and women.

**Education:**

- 9/02-12/06      University of Hawaii Manoa Campus      Honolulu, Hawaii  
B.B.A., Management Information Systems
- 7/98-12/02      Honolulu Community College      Honolulu, Hawaii  
A.S., Computing Electronics Networking Technologies
- 8/94-6/98      Roosevelt High School      Honolulu, Hawaii

**Security Clearance:**

- 10/12 – 10/17      Department of Defense Secret Clearance  
10/07 – 10/12      Department of Defense Top Secret Clearance



**Ann Hamanalau Yoshida CRC, OTD**

Email: [otdr.yoshida@gmail.com](mailto:otdr.yoshida@gmail.com)

Digital Resume: <https://sites.google.com/a/pacificu.edu/ann-yoshida-ot/home>

Phone: 808-741-6899

**QUALIFICATIONS:**

Utilizing innovation and best practice models, my life is devoted to building a community of inclusion, empowerment and excellence throughout the world of meaningful and purposeful occupation. In work, education, recreation or selfcare, my education and experience of 18 years helps support, innovate and sustains programming, education, capacity and funding in a fun and progressive manner using theoretical framework to build occupational and rehabilitation practice. With speech pathology, rehabilitation counseling and occupational therapy as my educational foundation, I embrace opportunities to support communication, relationship building and development of occupational development. All to develop a community of inclusion where an individual that has been marginalized from society, has the opportunity, incentive and exposure to build their physical, emotional, spiritual, social, and academic functions. Utilizing the scientific process and evidence based practice, my efforts to build a body of knowledge surrounding adaptive equipment, community rehabilitation and occupational justice. Volunteerism is essential to build a community that paints a beautiful picture of disability. As a professional athlete, opportunities to travel the world, develop as an athlete and share my experience have given me a platform that has cultivated the opportunities and my desire to build a sport, mindset and community around balance, health, well being.

**PHILANTHROPY**

2011-2020 Life Accessed, Speaker and co-founder

2005-2020 AccesSurf, Volunteer/Athlete

2008-2010 National Rehabilitation Association, Student Vice President

2007-2008 State of Hawaii Neurotrauma Advising Board, Member

2000-2008 Independent Living Waipahu, President of the Board

**EDUCATION**

2013-2017 Doctorate in Occupational Therapy, Pacific University

2008-2010 Masters in Rehabilitation Counseling, Utah State University

2002-2005 Bachelors of Science, Speech Pathology & Audiology, University of Hawaii

1998 Emergency Medical Technician-B, Utah Valley State College

1996-1999 Human Biology & Child Cognition, Brigham Young University

**EMPLOYMENT:**

2018-present Transition Program Director, Network Enterprises, Inc.

2017-present Training and Innovation Specialist, AccesSurf Hawaii

2011-2015 Professor, Far East University, Social Welfare/ Special Education/ Occupational Therapy

2009 Rehabilitation Supervisor, Nevada State DETR, North

2008-2013 Rehabilitation Partner, Ed Howden and Associates  
2006-2007 K-5 Art Instructor, Palisades Elementary

**FIELDWORK EXPERIENCE:**

2016 OTS Outpatient Neuro Rehabilitation, ALS clinic, Concussion, Driving Rehab, Providence Health  
2015 OTS Acute care, Seating, Research, MDA clinic, Cardiac rehab, Nationwide Children’s Hospital  
2014 OTS Middle school, Occupational Balance, Miller Education  
2013 OTS PreK-6th, Activity tolerance, Variety Schools, Learning Tree  
2013 OTS Justice System, Occupational Justice, Washington County Correctional Facility

**SPORTING:**

2020 Ocean of Possibilities, awardee  
2018 Hawaii Adaptive Surfing Championships, Open Prone 2<sup>nd</sup>  
2018 Hawaii Watermen’s Hall of Fame, Inductee  
2017-2018 International Surfing Association, Woman’s Prone Adaptive Surfer World Champion  
2016 International Canoe Federation, Woman’s, V-1 Va’a World Champion  
2016 International Canoe Federation, Woman’s K-1 Paralympian

**CERTIFICATIONS:**

Certified Rehabilitation Counselor #00112029  
Basic Life support and First aid exp. 2020  
HIPPA certified, exp 2020  
USADA Drug free educator, exam date 2016

**COURSES TAUGHT:**

Research and Presentation Occupational Science	Assistive Technology Design
Social Rehabilitation	Survey of Disability
Adaptive Recreation	Culture in Occupation
Rehabilitation Counseling Disability and Human Sexuality	Introduction to Social Problems
	International Foundations: Resource Identification
	Global Leadership Development

**PUBLICATIONS:**

Yoshida, A. (2017). State of Hawaii, Neurotrauma Advisory Spinal Cord Awareness education website. Found here: <http://health.hawaii.gov/nt/spinal-cord-injury-awareness-month/>

Yoshida, A. (2017). Occupational performance using a culturally sanctioned activity model. Pacific University Commons. Symposium given August 2017. <https://commons.pacificu.edu/otde/>

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## Simone Schmid, PhD, MPH, MA, B.Sc

### SUMMARY

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I am an aspiring health professional with a *PhD in Public Health, Master's degree in Physical Activity and Health, a Master's degree in Public Health* and a *Bachelor's degree in Health Economics/Health Care Management*. I have professional public health experience in the areas of health policy, research, evaluation, development cooperation, and management. This experience was gained within the United Nations, non-profit organizations and the private sector in Hawai'i, England, Denmark, Germany, Singapore and Australia. My goal is to connect academia and health practitioners to design applicable, research-based, innovative solutions and policies addressing health behaviour, especially to improve health equity by supporting disadvantaged population groups to reach their full potential.

### EDUCATION

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August 2016 - May 2021 USA	<b>PhD Public Health</b> <b>University of Hawai'i (UH) at Manoa</b> <i>Dissertation title: Program Evaluation of AccesSurf Hawai'i, an adaptive surf, swim and canoe program for people with disabilities.</i>
October 2014 - July 2016 Germany	<b>M. A., Physical Activity and Health</b> <b>Friedrich-Alexander University Nuremberg-Erlangen</b> <i>Thesis in collaboration with AccesSurf Hawai'i: Physical Activity Promotion among individuals with disabilities - Outcome evaluation of AccesSurf Hawai'i – a non-profit organization- through a focus group</i>
September 2013-2014 UK	<b>M. Sc., Public Health, Specialization in Health Promotion</b> <b>London School of Hygiene and Tropical Medicine (LSHTM)</b> <i>Thesis in collaboration with the World Health Organization (WHO): Analysis of the relationship between national policies and physical activity, within the WHO European Region</i>
October 2008- June 2012 Germany	<b>B. Sc., Health Economics/ Health Care Management</b> <b>University of Bayreuth</b> Awarded best graduate 2012 <i>Thesis: The role of migration as an influencing factor on children`s and youth`s health - An analysis of the status quo and possible approaches to action</i>
August 2010-2011 USA	Student Abroad: Nursing, Health Promotion and Alternative Medicine (Dean`s list) <b>Hawai'i Pacific University and University of Hawai'i</b>

### PUBLIC HEALTH WORK EXPERIENCE

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Since March 2015 (contractor), (2019: staff) USA	<b>Program Evaluator, AcesSurf Hawai'i</b> adaptive aquatic programs for people disabilities <ul style="list-style-type: none"><li>• Monitoring and Evaluation, e.g. Focus group with people with physical disabilities as an outcome evaluation, needs assessment, Outcome evaluation</li><li>• Analysis of current funding situation and possibilities; Grant Application for grants – approved for 15 grants (&gt;\$750,000)</li></ul>
August 2016 to September 2019 USA	<b>GRA, UH Cancer Center: Prevention and Cancer Control</b> <ul style="list-style-type: none"><li>• Facilitating Data Collection and Analysis</li></ul>
March-September 2015 Germany	<b>Research Assistant, Institute for Sport Science and Sports</b> <i>Friedrich-Alexander-University Erlangen-Nuremberg; Germany</i> <b>Project:</b> Physical Activity Recommendations – A project to further academically conceptualize physical activity recommendations <ul style="list-style-type: none"><li>• Search strategies for literature search engines, such as PubMed and Scopus</li><li>• Analysis of current status of Physical Activity Guidelines for patients with NCDs</li><li>• Literature search and selection of result for stroke</li><li>• Quality assessment of articles through rating criteria based on the German Instrument DELBI - developed based on the instrument AGREE used in the US</li></ul>
June-September 2014 London, UK &	<b>Collaborator, LSHTM and WHO</b> <ul style="list-style-type: none"><li>• Analysis of current status of the Nutrition, Obesity and Physical Activity Platform and its policy documents across the WHO European region</li></ul>

- Copenhagen, Denmark
- Contact and interviews with high-level stakeholders engaged in physical activity (PA) promotion in Austria, Germany, Finland, the UK, Switzerland, WHO and HEPA-Europe: regarding development and impact of PA promotion policies
  - Recommendations for WHO-EURO
- June-July 2013  
Copenhagen, Denmark
- Assistant, Partner Outreach and Business Development Team**  
*United Nation Office for Project Services, UNOPS Headquarter*
- Business Analysis and Partner Outreach to support UNOPS Sustainable Procurement Practice Group (SPPG)
  - Implementation of the knowledge management system for the SPPG Partner Outreach and Development team
- October 2012- June 2013  
Copenhagen, Denmark
- Carlo-Schmid fellow, Strategic Partnership / Regional Director's Office**  
*WHO Regional Office for Europe*
- Review, monitor, analyze and report on on-going health-related legislative processes, partnership developments and activities, fundraising, donors
  - Preparation for high level meetings and in-house workshops as well as subsequent follow-up with partners such as UNFPA, UNAIDS, the World Bank
  - Briefing & reports on key issues, events, partners for Executive Management
  - Maintenance and evaluation of Partnership Information System (PAR)
- May 2009- June 2010  
Bayreuth, Germany
- Student Assistant, Medicine Department & Health Sciences (IMG)**  
*University of Bayreuth*
- Publication of the Rehabilitation Centre *Ederhof* magazine
  - Lecture Assistance
- August-October 2009  
Singapore
- Intern, Endowment Fund, Tan Tock Seng Hospital**
- Organization of volunteer program and Funding
- May-July 2008  
Sydney, Australia
- Intern, Spinal and Brain Unit, Royal Rehabilitation Centre Sydney**
- Assistance with interventions and initiatives for spinal & brain injury rehabilitation
  - Development of user-guide & provision of tele-health services in client education

## PRESENTATION(S)

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Schmid, S. (2016). *Physical Activity and people with disabilities – A qualitative process and outcome evaluation of AccesSurf Hawai'i*. Oral session at the Hawai'i Public Health Conference, organized by the Hawai'i Public Health Association, O'ahu, Hawai'i, USA, 2016.

## SCHOLAR- & FELLOWSHIP(S)

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- |                             |  |
|-----------------------------|--|
| 2016-2020                   | <b>UH Manoa, Office of Public Health Achievement Scholarship (\$4000), Pauline Stitt Scholarship (\$2000)/ Academic Merit, June Chun Naughton ISS Scholarship (\$1000), Kenji Yamaguma Scholarship (\$700)</b>                       |
| October 2012- April 2013    | <b>Paid Carlo-Schmid Fellow</b> to support the WHO's strategic partnership. German National Merit Foundation and the German Academic Exchange Service (DAAD)   |
| October 2008- May 2009-2016 | <b>Full stipend including tuition fees for Bachelor and Masters</b><br>Evangelisches Studienwerk e.V. Villigst, protestant scholarship for gifted students<br>Konrad Adenauer-Stiftung, political foundation for academic excellence |

## PAPERS & AWARD

- 
- 2021 Induction into the Delta Omega Honorary Society in Public Health for PhD Graduate
- Pallav Pokhel, Simone Schmid, Ian Pahano (2019). *Physical activity and use of cigarettes and e-cigarettes among young adults. American Journal of Preventive Medicine.* 58 (4)
- Schmid Simone, Cara Short Troy, Claudio Nigg (2019). *Physical Activity & People with Disabilities -A Qualitative Process and Outcome Pilot Evaluation of the Non-Profit Organization AccesSurf Hawai'i.* HJMPH, 78,2. [Winner of the 3rd annual Hawaii Journal of Medicine & Public Health Writing Contest (\$500)]
- Pallav Pokhrel, Pebbles Fagan, Thaddeus A. Herzog, Simone Schmid, Crissy T. Kawamoto, Jennifer B. Unger (2017). *Comparison of Measures of E-cigarette. Advertising Exposure and Receptivity.* Tob Regul Sci; 3(4): 424-434.