



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

BIG BROTHERS BIG SISTERS HAWAII, INC.

was incorporated under the laws of Hawaii on 03/20/1963 ;
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 20, 2022

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.

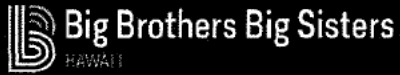
- 2) If the applicant is an organization, the applicant meets the following requirements pursuant to Section 42F-103, Hawaii Revised Statutes:
 - a) Is incorporated under the laws of the State; and
 - b) Has bylaws or policies that describe the manner in which the activities or services for which a grant 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.

Big Brothers Big Sisters Hawaii, Inc.	
(Typed Name of Individual or Organization)	
Dennis E. Brown <small style="font-size: 8px; display: block; margin-top: 2px;">Digitally signed by Dennis E. Brown DN: cn=Dennis E. Brown, o=Big Brothers Big Sisters Hawaii, inc., ou, email=dbrown@bbshawaii.org, c=US Date: 2022.01.20 15:53:41 -1000'</small>	January 20, 2022
(Signature)	(Date)
Dennis Brown	President/CEO
(Typed Name)	(Title)



TOGETHER, WE ARE DEFENDERS OF POTENTIAL

2119 N. King Street Suite 202
Honolulu, Hawai'i 96819

bbshawaii.org

January 10, 2022

BOARD OF DIRECTORS

Steve Corbisier
Board Chair

Re: Public Purpose

Sarah Guay
Vice Chair

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

Sarah Simmons
Secretary

To Whom It May Concern:

Lance Ichimura
Treasurer

Big Brothers Big Sisters Hawaii confirms that this grant will be used for a public purpose pursuant to Section 42F-102, Hawaii Revised Statutes.

James Chan
Jessica Crouse
Jason Dang
Thomas Diersbock
Shara Enay
Blaine Fujimoto
Sarah Guay
Lance Ichimura
Jared Kashiwabara
Maria Kinsler
Yolanda Lau
Kaulana Mossman
Darin Nakakura
David Nakashima
Dennis Rae
Rupa Wong

Sincerely,

Dennis E.
Brown

Digitally signed by Dennis E. Brown
DN: cn=Dennis E. Brown, o=Big Brothers
Big Sisters Hawaii, Inc., ou
email=dbrown@bbshawaii.org, c=US
Date: 2022.01.20 15:54:05 -1000'

Dennis Brown
President / CEO

Emeritus Board
Neill Char
J.P. Damon
John Fink
Dennis Francis
Larry Taff

President/CEO
Dennis Brown



Big Brothers Big Sisters Hawai'i is comprised of:

Big Brothers Big Sisters
of Honolulu

Big Brothers Big Sisters
of Kaua'i

Big Brothers Big Sisters
of Maui

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, 2021.

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;

Big Brothers Big Sisters Hawaii (BBBSH) serves at-risk youth, their families, and volunteer mentors with one-to-one mentoring programs on Oahu, Maui, and Kauai. Our mission is to build and support one-to-one relationships to ignite the biggest possible futures for Hawaii's children.

Since 1963, BBBSH has provided mentoring services to vulnerable youth. We primarily support single-parents and at-risk youth through evidence-based mentoring programs, modeled after Big Brothers Big sisters of America's nationwide services. All funding for programs is raised locally and supports Hawaii's children and families.

2. The goals and objectives related to the request;

There are thousands of youth in Honolulu who are vulnerable due to risk factors that include an absence or inconsistency of family support and resources at home. These children are at a higher risk for becoming involved with negative behaviors that will affect them, their family and our community. As the risks become more serious with age, problems become realities for many youth such as incarceration, teen pregnancy, substance abuse, gang activity, and homelessness. As a community, we see this happening and the impacts it has on the overall quality of life in Hawaii. Mentoring is an effective preventive strategy to help our vulnerable young people succeed and our community thrive.

We respectfully request funding from the State of Hawaii Grant in Aid to serve 150 vulnerable youth who are identified as facing adversity to receive evidence-based mentoring support from 150 mentors. This includes tailored resources specific to meeting their goals. Youth will be identified based on a variety of risk factors, including their living situation and household income. Each child will be connected with a mentor who is screened, trained, and supported by our staff. Our team provides ongoing support and check-ins with the young person, their parent/guardian, and the mentor. We will create a youth outcomes plan tailored to meet the specific needs of each young person. Our program team will then identify resources to support the goals of the mentoring relationship. After one year of participation, 90% of children will show improvement in at least one measured outcome area.

Youth and families are still experiencing adverse effects of the COVID-19 pandemic. It has altered their lives dramatically with the young people we support experiencing increased anxiety, depression, and loneliness. The risk factors for youth who qualify for our program have also increased during this past year, with greater instability for families at home, at work, financially and otherwise. Our program is built on relationships and social connection; it now has even more importance and potential benefit for vulnerable youth.

Recent outcomes data for youth in our programs show that 85% have improved educational expectations; 92% improved in their actual grades and academic performance; 85% feel more socially accepted by their peers; 92% have greater trust for parents and their family connections; and 92% feel that they are supported and have an adult they can now trust. These are outstanding results for youth in our program; especially considering their existing risk factors. Non-mentored youth often show declines in measures that predict conditions such as involvement with juvenile and criminal justice to school and employment disconnection.

3. The public purpose and need to be served;

According to the Annie E. Casey Foundation's Kids Count Data Center (KCDC), single parent families are more likely to experience hardship and have less time to supervise their children compared to two-parent families. This family structure adversely impacts access to economic and human resources. The KCDC also notes that children growing up in low-income households face financial hardship that can have profound effects, especially when the hardship occurs early in life, impacting their cognitive, social, emotional, and physical development.

In Hawaii, according to the KCDC, there are roughly 215,000 children under 18. Considering 25-30% of youth are either being raised by a single parent or qualify as a low income family, there are potentially 50,000 to 65,000 youth that could greatly benefit from our program and the mentoring service we provide.

Statistically 1 in 3 children will grow up without having a mentor. In Hawaii, this equates to roughly 20,000 youth that could benefit from this type of intervention who don't have access to a mentor and will not have one without a formal program such as ours.

We intentionally focus on this demographic due to their vulnerability. In our program, 85% of youth come from a single parent family, are in foster care/custody, or live with a guardian. Close to 70% of our families are low-income households. These combined risk factors put young people that we identify and support at an exponentially greater risk of using drugs and alcohol, joining gangs and eventually being incarcerated. This adversity also puts youth at an increased risk of not pursuing their goals such as education, graduation, a future trade or career. As mentioned above, such circumstances can create long-term negative effects on social, emotional and even physical youth development.

Current research indicates that mentoring is beneficial and that today's youth want a mentor. America's Promise Alliance is the nation's largest cross-sector alliance of nonprofit community organizations, for-profit businesses, and government organizations dedicated to improving the lives of young people. More than one-half of young people in the latest America's Promise Voices Study said that they look for advice and help from adults. A very important takeaway from this study is that more than 40% of the youth said they want more adults in their lives to whom they can turn for help. Young people need and want a mentors.

MENTOR, a national nonprofit and leading champion of expanding mentoring programs for underserved youth, states that mentoring as a youth development strategy is a proven foundational asset for a young person's successful path to adulthood. It's also effectively used as an intervention strategy to redirect a young person's life toward a healthy and productive future. Youth who were at-risk for falling off track but had a mentor are 55% more likely to enroll in college, 78% more likely to volunteer regularly, and 130% more likely to hold leadership

positions. Additionally, 90% are likely to give back by becoming a mentor to youth themselves.

Recent research published by MENTOR also demonstrates that for every dollar invested in effective mentoring programs, there is a return of \$2.72. This positive return on investment reflects the projected increase in lifetime earnings when a youth is led down the right path to becoming a productive citizen as well as dollars saved through evidence-based mentoring outcomes like reduced juvenile delinquency and crime, improved school performance, better graduation rates, and lower risk for behaviors like drug, alcohol and tobacco abuse that create public costs.

4. Describe the target population to be served; and

Every child we serve is unique. They come from various family structures, socioeconomic levels, and ethnic backgrounds across all neighborhoods and schools. Priority is given to youth who have a single / deployed / foster / incarcerated parent. Some of the children in our programs face poverty or homelessness, have a history of abuse and neglect, or have involvement with the juvenile justice system. Our program reaches Hawaii's disadvantaged communities and serves the most in-need youth and families.

5. Describe the geographic coverage.

BBBSH provides mentoring programs on Kauai, Maui and Oahu.

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;

BBBSH Case Managers will work with parents/guardians, therapists/counselors, schools, and youth serving organizations to identify and enroll at-risk youth ages 6 to 18 years old. BBBSH will also identify, recruit, enroll, screen and train appropriate volunteer mentors. Once youth and volunteers are accepted into the program, BBBSH staff will make an appropriate pairing based on personality, interests and other evidence based factors that increase the likelihood that the mentoring relationship will last and result in positive outcomes for youth. After youth and mentors are paired, Case Managers create an outcome development plan in collaboration with the parent/guardian, child and volunteer. The outcome development plan incorporates the strengths, interests and needs of the child,

and parent/guardian, and support the child's social/emotional growth, skills, access to opportunities and overall development. This plan is evaluated and updated on an annual basis by the assigned Case Manager.

Youth and their mentors meet 2-3 times per month for a few hours each outing. Mentors pick-up their mentees and are responsible for transportation and other costs they incur. We offset some of the costs by sponsoring activities, or partnering with companies to offer discounts. We ask that outings be selected by the youth and we work with mentors to incorporate goals from the outcome plan. Together, the consistent meetings, intentional mentoring, and our professional support help to achieve positive measurable outcomes for each youth.

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

If awarded funding BBBSH will utilize the funds within the 12 month grant period to provide comprehensive support and programming to at-risk youth, volunteers, and families. A draft timeline is provided below:

- July – Dec 2022: Staff work with the DOE, youth serving organizations, and community partners to identify youth who are eligible. Program staff meet with interested youth and their parent/guardian to enroll. Program staff simultaneously enroll mentors from the community. Our team then selects and pairs a child and their mentor based on background, personalities and interests, geographic locations, preferences and goals. Our program staff facilitate a meeting between the mentor, the parent/guardian and young person to introduce everyone and go over rules and expectations. The outcomes plan is also developed which will be used to guide the intentional mentoring process.
- July 2022 – June 2023: Mentors and mentees meet on their own time throughout the month. Activities vary and are based on the preferences of the young person and the goals in the outcomes plan. Mentors, mentees, and parents receive comprehensive and individualized support from staff through check-ins which are phone calls, emails, text messages, video chat and/or in-person visits. Case notes and support documents are entered into a secure database. Monthly follow-ups are recorded in the database to track adherence to evidence-based practices, completion and timeliness.
- July 2022 – June 2023: We coordinate mentor and parent workshops to enhance the support we offer and to increase engagement. Additionally, we facilitate consistent activities for youth and their mentors. Lastly, each young person and mentor will receive specific resources that are geared towards supporting the goals of their mentoring relationship.

- July 2022 – Sep 2023: Youth complete a Youth Outcomes Survey at the start of the program and annually thereafter. Our program team reviews survey results to confirm that mentoring is effective and to adjust services where necessary.

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

Quality assurance checks on our case management support are performed monthly to ensure we are adhering to best practices. This involves reviewing client files and case management notes, with feedback to the appropriate staff. Quality assurance is also done throughout the month using real time data on timeliness, completion rates, surveys and other key performance indicators. Review and summary of quality assurance is overseen by the Chief Operations Officer and presented to the President/CEO to share with the board of directors.

To measure program impact, we use a research-based pre/post-test designed and tested by our national organization and used across the Big Brothers Big Sisters mentoring network. These outcome measures are used to show the effectiveness to our funders, including the federal Department of Justice. After one year in the program, the goal is for 90% of children to show positive gains in at least one of the outcome impact areas; academics, social-emotional competence, and avoidance of risky behaviors. For youth who have participated in our mentoring program in Honolulu, 92% have improved their grades and academic performance, 85% feel more socially accepted by their peers, 92% have greater trust for parents and their family connections, and 92% feel that they are supported and have an adult they can turn to.

As stated earlier, youth are identified and enrolled into our program based on a variety of risk factors including their living situation and income status. Our mentored youth also have higher rates of trauma and adverse childhood experiences. These combined risk factors translate to a greater probability that children will have challenges succeeding in academics, learning positive socialization, developing coping skills, and making good choices. However, when these same young people are provided access to intentional mentoring and resources through our program, the results speak for themselves. Program outcomes for these vulnerable youth show potential for greater community change and positive impacts on the long-term trajectories of youth.

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.

BBBSH will submit quarterly updates to the State providing the total number of participants served and resources provided.

IV. Financial

Budget

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

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

Quarter 1	Quarter 2	Quarter 3	Quarter 4	Total Grant
\$ 48,286	\$ 48,286	\$ 48,286	\$ 48,286	\$ 193,143

3. The applicant shall provide a listing of all other sources of funding that they are seeking for fiscal year 2023.
 - City and County of Honolulu GIA 22-23
 - County of Maui 22-23
 - TANF 22-23

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.

N/A

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 of Honolulu GIA: October 1, 2019 – September 30, 2020 (\$91,181)
 - City and County of Honolulu GIA: October 1, 2021 – September 30, 2022 (\$72,092)
 - County of Maui: July 1, 2019 – June 30, 2020 (\$146,797)
 - County of Maui: July 1, 2020 – June 30, 2021 (\$146,797)

- County of Maui: July 1, 2021 – June 30, 2022 (\$146,797)
- OJJDP JJ9: April 1, 2020 – December 31, 2021 (\$45,000)
- OJJDP JJ10: February 1, 2021-December 31, 2022 (\$70,000)
- OJJDP JJ11: February 1, 2022 – January 31, 2023 (\$145,000)
- TANF: January 1, 2020 – December 31, 2021 (\$375,000.00)
- TANF: January 1, 2021 – December 31, 2021 (\$375,000.00)
- TANF: January 1, 2022 – December 31, 2023 (\$375,000.00)

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

\$467,466

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.

Big Brothers Big Sisters Hawaii has supported vulnerable youth in Honolulu since 1964. We are an independent affiliate of Big Brothers Big Sisters America, which means we are able to draw upon the resources, best practices and infrastructure from a national network. As an evidence-based and intentional mentoring program with proven outcomes for young people here locally, we have secured multiple years of funding from the Office of Juvenile Justice and Delinquency Prevention (OJJDP). We passed the OJJDP review process and were selected for operating quality programs. We also have received previous funding from the City and County Grants in Aid and met performance requirements every year. We're currently funded for FY21-22 but it's too early to provide a projection on our performance. However, the last year we were funded by the City and County GIA for FY19-20, we had a goal of reaching 150 young people and we exceeded the goal. We were also funded by the City and County GIA the year before in FY18-19 where we also exceeded our goal.

We collect data in a secure online database which allows our team to track progress and analyze program impact in real time, over decades. Annually, 90% of the children we serve experience statistically significant gains in academics, social-emotional health, and avoidance of risky behaviors. Most recently, 100% of youth served indicated they were less lonely, less depressed, less anxious, happier or had shown improvement in another area of social-emotional competence.

In addition to the data presented earlier, we also have long-term data to show that our program helps young people reach their fullest potential throughout their lives. In a Harris Interactive study of adults who participated in Big Brothers Big Sisters mentoring programs as a child:

- 90% reported that their relationship with a mentor helped them make healthier choices through childhood and adult life,
- 81% changed their perspective on what they thought possible because of a mentor, and
- 77% set higher goals than they would have on their own.
- Half agreed that a mentor kept them from dropping out of high school
- Participants were twice as likely to attain a four-year degree as compared to their parents;
- Many became responsible citizens and active members of their community as nearly half (52%) volunteer in the community; almost a third (29%) hold some type of leadership position in a community group; and a quarter (22%) have participated in a service program like AmeriCorps.

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.

BBBSH has an office location in Honolulu at 2119 N. King Street, #202 and in Maui at 200 Waimaluhia Lane in Wailuku.

During the COVID pandemic, we have provided resources for staff to conduct administrative functions from home. However, all meetings with volunteers, youth, parents, and community partners take place out in the community in public locations, adhering to current State of Hawaii COVID precautions and guidelines.

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.

Dennis Brown is the longest standing President/CEO in the organization's history. He was also the first "Little Brother" that our agency served in 1963. Supporting Dennis is a Chief Operations Officer, Program Director, Regional Directors on Maui and Kauai, an Accountant, a Grants Manager, an Office Manager, and a team of 13 Case Managers/Enrollment staff. Detailed resumes and job descriptions are available upon request.

President/CEO Dennis Brown has led BBBSH since 1998. Dennis obtained dual specializations from the University of Hawaii at Manoa: A Bachelor of Arts degree in Sociology and a Masters in Urban & Regional Planning. As the first client, or "Little Brother," of the organization in 1964, Dennis has a vested interest and passion for its mission to help children become responsible adults. Prior to joining our agency, Dennis directed Lanakila Meals on Wheels for seven years. He is currently responsible for all facets of BBBSH's operations, including planning and development of new programs, fundraising, strategic planning, budgeting, and personnel administration of more than 50 employees for both the agency and the BBBSH Foundation, an independent fundraising operation for BBBSH.

Chief Operations Officer Tyler Kurashige is responsible for overseeing all programs and all personnel. Tyler joined BBBSH in 2006 as a Case Manager before becoming Program Coordinator in 2011, Chief Program Officer in 2017, and Chief Operations Officer in 2021. Tyler holds a Bachelor of Science degree in Family Resources and Masters in Public Administration from the University of Hawaii at Manoa, with additional graduate course work in Counseling Psychology from Chaminade University.

The Program Director position is currently under active recruitment.

BBBSH has Regional Directors on Maui and Kauai who are responsible for all aspects of programs on their islands. Detailed resumes are available on request.

BBBSH currently employs 13 Case Managers, who are required to have at least a four-year degree in a social science or have a four-year degree plus extensive experience in a social service setting. Case Managers are responsible for recruiting, interview, screening, enrolling, and matching each youth with a complimentary volunteer mentor as well as providing ongoing coaching and support to each match. A typical Case Manager oversees 60 pairs of youth and mentors in order to provide individual attention to each youth, guardian, and volunteer mentor.

We are an affiliate of Big Brothers Big Sisters of America which provides us with resources and an infrastructure based on nearly 150 years of nationwide experience, and best practices. To effectively support vulnerable youth through mentoring, it's imperative to have such a structure in place. Research shows that ineffective or negative relationships, or programs operating without proper training and resources, can have an opposite, negative effect and potentially be detrimental to the youth.

All staff members are required to complete 10-15 hours of initial online training in addition to ongoing instruction that is provided throughout the year. Training focuses on ensuring youth safety, essentials of youth mentoring, cultural awareness, and characteristics unique to mentoring specific populations. Ongoing training is required by all program staff, including the leadership team. BBBSA updates the training schedule annually, adding new online classes in response to researched best practices.

In addition to mentoring being an effective strategy for helping children, when done correctly, mentoring relationships can also reduce inequality. Our organization promotes Justice, Equity, Diversity and Inclusion (JEDI), which means that our training, resources and support are aligned with these values.

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.

Chief Executive Officer = \$90,000 - \$125,000
Chief Operations Officer = \$80,000 - \$115,000
Program Director = \$60,000 - \$93,600

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.

N/A

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.

N/A

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.

N/A

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.

BBBSH is responsible for raising all money required to support our organization and 100% of funds we raise stay in Hawaii to support local youth, families and mentors. We financially support our programs through restricted contributions from corporate, federal and foundation grants (50%), unrestricted donations from individuals and organizations (30%), and revenue from events such as our signature “Bowl for Kids’ Sake” fundraiser that we host on each island (20%). Over the last two years, we have relied on virtual fundraisers when it had not been safe to host large gatherings in person. This is one reason we are particularly in need of funding from the State of Hawaii Grant in Aid, as it has been challenging to raise funds without being able to host our major fundraising events.

In 2021 BBBSH conducted a strategic planning session with key stakeholders to determine our future sustainability plan. If funding is received for the fiscal year 2022 – 23 we will be able to serve more local youth and help them achieve their fullest potential through mentoring. If funding is not received thereafter, we will adjust our service levels and goals based on the available resources.

BUDGET REQUEST BY SOURCE OF FUNDS

Period: July 1, 2022 to June 30, 2023

Applicant: Big Brothers Big Sisters Hawaii

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	116,095	215,080	116,095	318,109
2. Payroll Taxes & Assessments				
3. Fringe Benefits	19,647	67,920	19,647	100,456
TOTAL PERSONNEL COST	135,742	283,000	135,742	418,565
B. OTHER CURRENT EXPENSES				
1. Airfare, Inter-Island				
2. Insurance				
3. Lease/Rental of Equipment				
4. Lease/Rental of Space	4,311		4,311	
5. Staff Training				
6. Supplies	50,000		50,000	
7. Telecommunication				
8. Utilities				
9. Professional and Contractual Services	3,090		3,090	13,750
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				
TOTAL OTHER CURRENT EXPENSES	57,401		57,401	13,750
C. EQUIPMENT PURCHASES				
D. MOTOR VEHICLE PURCHASES				
E. CAPITAL				
TOTAL (A+B+C+D+E)	193,143	283,000	193,143	247,422
SOURCES OF FUNDING		Budget Prepared By:		
(a) Total State Funds Requested	193,143	Tyler Kurashige 808-265-1305		
(b) Total Federal Funds Requested	283,000	Name (Please type or print) Phone		
(c) Total County Funds Requested	193,143	Dennis E. Brown 1/20/22		
(d) Total Private/Other Funds Requested	247,422	Signature of Authorized Official Date		
TOTAL BUDGET	916,708	Dennis Brown, President/CEO		
		Name and Title (Please type or print)		

BUDGET JUSTIFICATION - PERSONNEL SALARIES AND WAGES

Period: July 1, 2022 to June 30, 2023

Applicant: Big Brothers Big Sisters Hawaii

POSITION TITLE	FULL TIME EQUIVALENT	ANNUAL SALARY A	% OF TIME ALLOCATED TO GRANT REQUEST B	TOTAL STATE FUNDS REQUESTED (A x B)
Match Support Case Manager #1	0.1	\$46,908.00	10.00%	\$ 4,690.80
MS Case Manager #2	0.1	\$41,340.00	10.00%	\$ 4,134.00
MS Case Manager #3	0.1	\$41,340.00	10.00%	\$ 4,134.00
E&M Case Manager #1	0.1	\$41,340.00	10.00%	\$ 4,134.00
E&M Case Manager #2	0.1	\$41,340.00	10.00%	\$ 4,134.00
E&M Case Manager #3	1	\$40,140.00	100.00%	\$ 40,140.00
Program Curriculum Coordinator	1	\$40,140.00	100.00%	\$ 40,140.00
President/CEO	0.05	\$110,064.00	5.00%	\$ 5,503.20
Chief Operations Officer	0.05	\$83,436.00	5.00%	\$ 4,171.80
Comm. Rel. Coordinator	0.05	\$56,736.00	5.00%	\$ 2,836.80
.75 FTE Grants Mgr.	0.05	\$41,532.00	5.00%	\$ 2,076.60
				\$ -
				\$ -
				\$ -
TOTAL:				116,095.20
JUSTIFICATION/COMMENTS:				

BUDGET JUSTIFICATION - EQUIPMENT AND MOTOR VEHICLES

Period: July 1, 2022 to June 30, 2023

Applicant: Big Brothers Big Sisters Hawaii

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

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

BUDGET JUSTIFICATION - CAPITAL PROJECT DETAILS

Period: July 1, 2022 to June 30, 2023

Applicant: Big Brothers Big Sisters Hawaii

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: 2020-2021	FY: 2021-2022	FY:2022-2023	FY:2022-2023	FY:2023-2024	FY:2024-2025
PLANS						
LAND ACQUISITION						
DESIGN						
CONSTRUCTION						
EQUIPMENT						
TOTAL:						
JUSTIFICATION/COMMENTS:						
N/A						

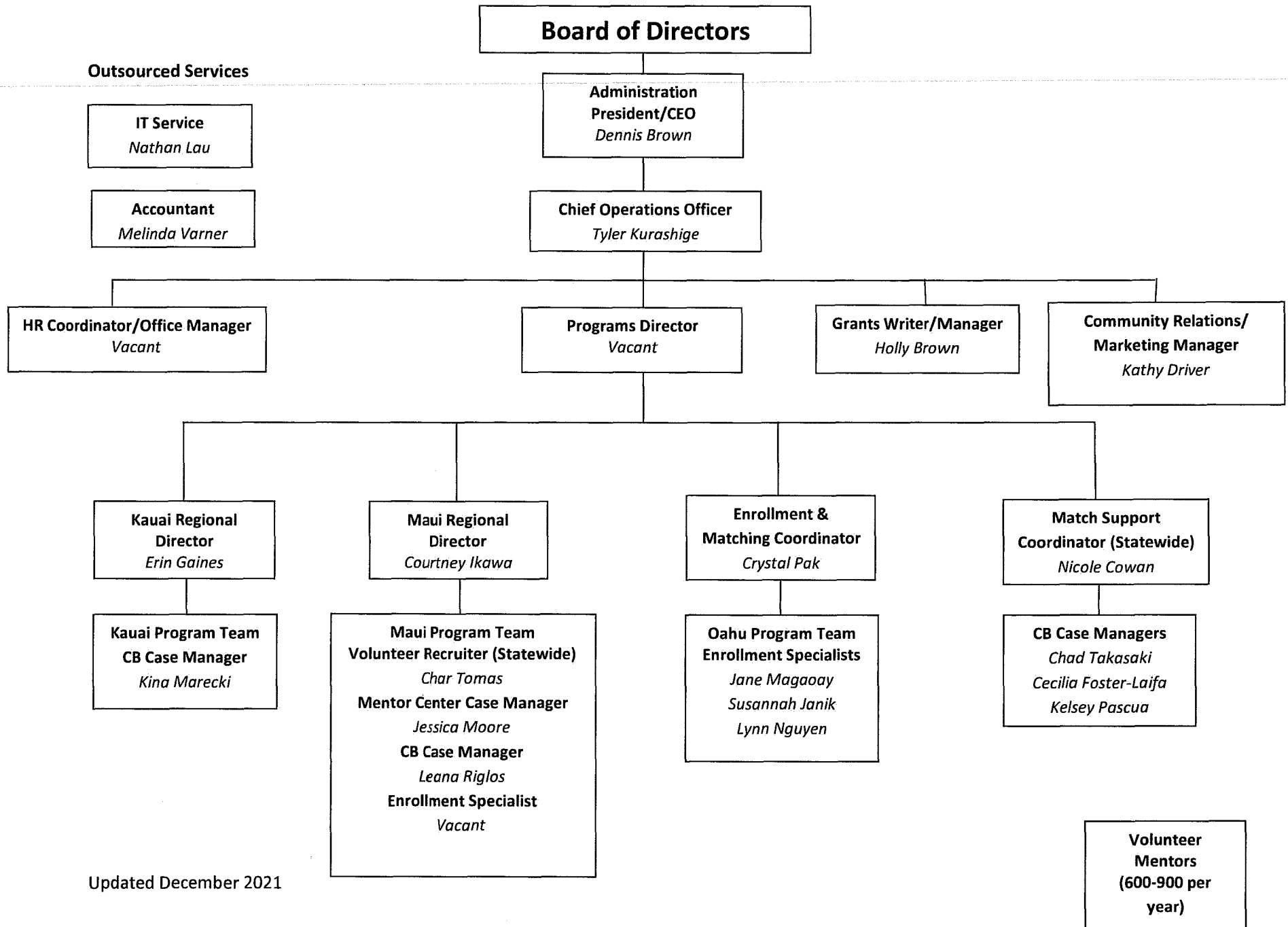
GOVERNMENT CONTRACTS, GRANTS, AND / OR GRANTS IN AID

Applicant: Big Brothers Big Sisters Hawaii

Contracts Total: 876,889

	CONTRACT DESCRIPTION	EFFECTIVE DATES	AGENCY	GOVERNMENT ENTITY (U.S./State/Hawaii/ Honolulu/ Kauai/ Maui County)	CONTRACT VALUE
1	BBBS / OJJDP 10	2/1/21-12/31/22	OJJDP	U.S.	70,000
2	BBBS / OJJDP 11	2/1/22-1/31/23	OJJDP	U.S.	145,000
3	M+ Youth Collaboratory OJJDP	3/1/21-7/1/23	OJJDP	U.S.	68,000
4	County of Maui	7/1/21-6/30-22	County of Maui	Maui	146,797
5	City & County of Honolulu GIA	10/1/21-9/30/22	City & County of Honolulu	Honolulu	72,092
6	TANF	1/1/2022-12/31/2022	State of Hawaii	State	375,000
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Big Brothers Big Sisters Hawai'i Organization Chart



Updated December 2021

Application Submittal Checklist

The following items are required for submittal of the grant application. Please verify and check off that the items have been included in the application packet.

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

Dennis E.
Brown

Digitally signed by Dennis E. Brown
DN: cn=Dennis E. Brown, o=Big Brothers
Big Sisters Hawaii, Inc., ou
ama@brown@bbbsbhawaii.org, c=US
Date: 2022.01.20 15:55:34 -1000

Dennis Brown, President / CEO

1/20/2022

AUTHORIZED SIGNATURE

PRINT NAME AND TITLE

DATE