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 (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)

x   7) Experience and Capability

x   8) Personnel: Project Organization and Staffing
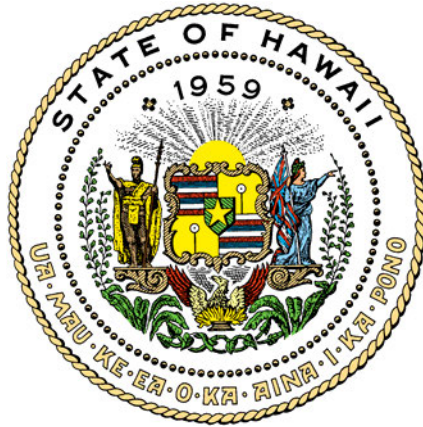
_____

	GIGI DAVIDSON, EXECUTIVE DIRECTOR	1/20/22
AUTHORIZED SIGNATURE	PRINT NAME AND TITLE	DATE

Department of Commerce and Consumer Affairs

CERTIFICATE OF GOOD STANDING

I, the undersigned Director of Commerce and Consumer Affairs
of the State of Hawaii, do hereby certify that

OHANA KOMPUTER

was incorporated under the laws of Hawaii on 07/17/2000 ;
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 19, 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.

_Ohana Komputer_____
(Typed Name of Individual or Organization)

_____ _Jan 19, 2022_____
(Signature)   (Date)

_Gigi Davidson_____ Executive Director_____
(Typed Name)   (Title)

Exhibit A

Section 42F -102 Public Purpose

3. Public Purpose Declaration Statement
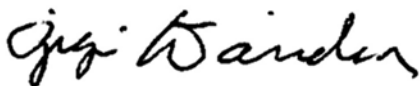
Grant Requestor: Ohana Komputer

The public purpose for the grant

The development of online interactive computer applications age appropriate curricula for people of all ages will have a long and lasting effect on communities in Hawaii by improving the knowledge base of the constituents within the community.

By augmenting computer application skills our clients will have improved educational and employment opportunities in Hawaii. Sound technology application skills are imperative in today's world.

By developing an online curricula we are keeping up and adapting to the ever changing technology demands of the world. The pandemic has only made the online venue more essential for all constituents in our community. Ongoing education and maintaining competitive employment help to empower and sustain our communities

Ohana Komputer affirms its compliance with [Section 42F-103, Hawai'i Revised Statutes](#).

Authorized Signature   Dared 1/20/22
Gigi Davidson, Executive Director
Ohana Komputer

THE THIRTIETH LEGISLATURE
APPLICATION FOR GRANTS
CHAPTER 42F, HAWAII REVISED STATUTES

Type of Grant Request:

☑ Operating   ☐ Capital

Legal Name of Requesting Organization or Individual: Dba:

Ohana Komputer

Amount of State Funds Requested: $ 307,101

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

To help Ohana Komputer migrate from our in person workbook lead classroom curriculum to and new robust and more current online version that will be very interactive with built in pre and post assessments and check in questions along the way. We currently use three years of rotating kids curriculum grades K-8 that is project based and very hands on. Despite kids being very adept at texting, game playing, listening to music this is very different from being proficient with commonly used software applications which they need to know to function efficiently in today's world.

Amount of Other Funds Available:

State: $ 0

Federal: $ 0

County: $ 0

Private/Other: $ 50,000

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

$ 0

Unrestricted Assets:

$ 125,530

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:

1516 Avon Way

City:	State:	Zip:
Honolulu	HI	96822

Contact Person for Matters Involving this Application

Name: Gigi Davidson	Title: President
Email: info@ohanakomputer.org	Phone: 808 523-8191

Federal Tax ID#:	State Tax ID#
██████	██████

Gigi Davidson	Gigi Davidson, Executive Director	Jan 19, 2022
Authorized Signature	Name and Title	Date Signed

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, Hawai'i Revised Statutes.

See attached

3.   Public Purpose

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

See attached Exhibit A

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;

Ohana Komputer has been providing computer literacy training since July of 2000 primarily to the economically disadvantaged people of Hawai'i. Throughout the years we have successfully taught thousands of Hawai'i residents, ages five to 90 years old. We have collaborated with many other nonprofit organizations such as Palama Settlement, Papakolea Community Center, State of Hawai'i Department of Vocational Rehabilitation, Lanakila Pacific and Workforce Development. We have implemented our technology curriculum with many of Hawai'i's Public and Private Schools.

Our goal is to teach youth and adults how to use the computer as a tool to enhance productivity, efficiency, creativity and collaboration. Although today's

youth are adept with some aspects of technology such as social media, texting and gaming, this is very different from using appropriate computer applications proficiently.

Experience has shown us there is still a long way to go in this arena. Our hands on, age appropriate, thematic curriculum for kids and adults provides the skill sets to learn the Microsoft Office Professional Suite or Google Docs. It helps people further their educational pursuits or procure competitive employment. Throughout our 22-year history we have continually updated our 60 curricular units to keep current with new technologies and skills as they develop.

Since inception, Ohana Komputer has upgraded all of our curricular units three times (Microsoft Office 2003, 20010 and 2016) modifying our classroom teaching materials and adding units as technology has evolved. In each case the project was arduous but successful, and we were able to implement our top notch technology curriculum at a variety of venues throughout Oahu.

While youth spend lots of time texting and using apps on the cell phones, tablets and computers, many are far from "literate" in the digital world. This is where Ohana Komputer comes in. OK currently offers 45 units of curriculum for grades K-8 that spans a three-year cycle encompassing Journey to Hawai'i's Past, Explore Hawai'i and Blast Into Hawai'i's Future. Each of these three years include 15 units (5 X 3 different grade levels) focusing on Desktop Publishing, Spreadsheets, Word-processing, Graphics, Database and Multimedia for grades K-2, grades 3-5 and grades 6-8. The Hawai'i Department of Educational Technology standards have been incorporated into our hands-on, thematic, age-appropriate projects, as well as built in pre- and post- online assessments for all units.

Our adult curriculum consists of learning all Microsoft applications through a 10 hour for each course. Topics covered include Computer Basics, Internet, Email, Microsoft Word, Excel, Access, Publisher and Powerpoint, learning to use Graphics, Audio Visual, Google Drive and Learning to Use IPad and Tablets, all of which also have online pre- and post- assessments to measure progress. Our adult/corporate curriculum equips learners with the skills needed to obtain competitive employment and or skills enhancement. For our kupuna (elderly) students, we slow the pace and use repetition to reinforce what our older students learn. Many elderly people have been left behind in the digital world. Our classes are helpful for them to keep their minds active and challenged, enable them to communicate with their families who may live elsewhere, and learn how to use the internet to broaden their horizons.

Our data collection based n pre and post assessments for our students indicates significant increases and very high customer satisfaction.

Year	Pre Assessment	Post Assessment	Increase
2017 adult	24%	81%	57%
2017 Keiki	33%	72%	39%
2018 adult	34%	87%	53%
2018 keiki	37%	78%	41%
2019 adult	45%	87%	42%
2019 keiki	44%	82%	38%

The pandemic has impacted our customer base as in person learning has decreased due to COVId safety protocols, anxieties and the schools needing to focus on all of that. We previously taught in only in class settings however had the ability to adapt quickly to trainings on zoom. Our small private customer base, are taking zoom classes using our existing curricula. An exception has been Our Savior Lutheran School, where we continue in school classes to all students (125) as their school community does not want to move to online learning. We have taken the opportunity to work on our online curricula development and have completed 135 of our new online lessons in the keiki curricula Explore Hawaii and three of the adult units. Prior to the pandemic, we anticipated the next step for Ohana Komputer would be to develop our curriculum to encompass online learning. The trend has been for higher educational venues to move in the direction and the pandemic only augmented the need to accomplish this.

2.   The goals and objectives related to the request;
With the traditional methods of teaching virtually brought to a halt at the beginning of the pandemic, OK ramped up its online curriculum and training through Zoom to benefit the entire state of Hawai`i. Thus, we are upgrading our curriculum to a new online platform so that users can easily access our materials and discover alternative ways of teaching. We intend to continue our classroom model as well as modify all of our curriculum to enable OK to deliver it online or in a classroom setting guided by a teacher or as stand-alone units for individual students through an online conferencing venue. Significant audio, video and written materials will be incorporated. We will include quizzes throughout to check and account for student comprehension and, providing a sufficient amount are answered correctly, a certificate of completion will be printable for the student. If not, repetition would be required.

Developing a student-centered online educational program requires significant effort. Having familiarity and expertise with the content is important. Being creative with the pedagogical tools that keep students engaged is another element that developers must embrace. One lesson alone requires designing numerous instructional videos, independent activities, and formative assessments that are aligned to an online format where educators and students can take agency over their teaching and learning. We accomplish this by giving each lesson and unit a theme that is relevant to students' lives in Hawai'i and by incorporating local and Native Hawai'ian landmarks so students can experience Hawai'i's beauty in a classroom environment. Students not only learn and

practice computer literacy skills but also cultivate a love for their home. Additionally, the curriculum has to be reviewed and edited several times to ensure quality before it is field tested. Experience has shown us that the curriculum development takes 30 hours per kid lesson and 25 hours per adult lesson. To date we have completed 135 of the total 465 lessons encompassed by our student and adult curricula. This grant request is to create the remaining 330 lessons of online curricula.

3.   The public purpose and need to be served;

The public purpose of this grant is to support computer education for people of all ages in Hawai'i including public and private schools, other nonprofit organizations and community groups. Through our classes our students fain the skills to use the computer applications as appropriately and experience increased efficiency, productivity, creativity and collaborations to pursue further education and competitive employment. This in and of itself strengthens our communities and work readiness for employers. There are many people today still with little or no technology savvy which is not acceptable in today's educational and employment markets.

4.   Describe the target population to be served; The population to be served includes Hawai'i residents ranging from age 5-90 with a focus on the economically disadvantaged, and those seeking competitive employment opportunities.

5.   Describe the geographic coverage. The geographic coverage is the entire State of Hawai'i.

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; The scope of the work includes development of an online curriculum for two of the three rotating years of our student curriculum Journey to Hawai'i's Past and Blast Into Future Hawai'i encompassing 30 individual units of seven individual lessons as Explore Hawai'i (15 units, 45 lessons) is almost complete and also our 10 adult modules of curriculum each of which encompasses 10 hours of lessons. For the kids' units each of which are seven lessons long it takes 35 hours per lesson to create the online model, and for the adult units it takes 25 to complete each of the ten lessons in each units (15 total).

The following are the skill sets for students in grades 3-5
General Learner Outcomes: ♣ Creativity and Innovation Students demonstrate creative thinking, construct knowledge, and develop innovative

products and processes using technology. ♣ Communication and Collaboration Students use digital media and environments to communicate and work collaboratively, including at a distance, to support individual learning and contribute to the learning of others. ♣ Research and Information Fluency Students apply digital tools to gather, evaluate, and use information. ♣ Critical Thinking, Problem Solving, and Decision-Making Students use critical thinking skills to plan and conduct research, manage projects, solve problems, and make informed decisions using appropriate digital tools and resources. ♣ Digital Citizenship Students understand human, cultural, and societal issues related to technology and practice legal and ethical behavior. ♣ Technology Operations and Concepts Students demonstrate a sound understanding of technology concepts, systems, and opera.

The technology skills for the same age group are as follows
Desktop Publishing: ♣ How to create a folder ♣ The concept of "desktop publishing" ♣ How to launch a desktop publishing application, open, save and print pages ♣ Use menus and icons to complete tasks ♣ Create, insert and edit text ♣ Create, resize and move text frames ♣ Align & justify text & graphics ♣ Use the Zoom feature ♣ Insert and modify text and graphics ♣ Apply WordArt to text size, color, style, pattern, texture, shading ♣ Use layout guides ♣ Select, move, layer, and delete text and graphics ♣ Create borders ♣ Add shading and shadows to text frames ♣ Work on a two-page spread document ♣ Rotate drawn objects ♣ Crop images ♣ Create and modify WordArt ♣ Link text frames ♣ Work within margin widths and columns ♣ Learn to snap objects to layout guides, customize positioning guides and align objects ♣ Use an existing form, file, and image to create a timeline ♣ Learn to edit multiple graphics simultaneously ♣ Learn to use frame shadows and color gradients **Spreadsheets**: ♣ Identify and enter text into specified spreadsheet cells ♣ Delete and resize rows and columns ♣ Compare data and format cells to accommodate more text ♣ Complete a spreadsheet table ♣ Calculate data by entering mathematical formulas within the spreadsheet ♣ Create pie, Column and Line charts ♣ Copy charts into a report ♣ Send an email message with the report as an attachment ♣ Enter data into Cells or Spreadsheet Table ♣ Enter mathematical formulas within the spreadsheet ♣ Add images to a spreadsheet table ' ♣ Open existing documents ♣ Insert images into excel ♣ Insert columns ♣ Use Excel's mathematical formula function to compare data ♣ Analyze tables and reports ♣ Format table and spreadsheet ♣ Add header and footer ♣ Create a Bar Chart, based on these results, to send as an attachment ♣ Paste a linked chart ♣ Format a value axis in a chart to a logarithmic value **Word Processing**: ♣ Entering text and Deleting text ♣ Changing font, size, style and color ♣ Copying and pasting text ♣ Aligning text ♣ Using the Zoom feature ♣ Using scroll bars ♣ Aligning Graphics ♣ Adding Page Borders ♣ Setting and using Tabs ♣ Adding Page Breaks ♣ Inserting Clipart ♣ Resizing and repositioning Objects ♣ Changing Line Spacing ♣

Changing the Page Margins ♣ Using the Spell Check function ♣ Adding Headers and Footers ♣ Changing the Text Wrapping of Clipart ♣ Working with Bulleted lists ♣ Inserting WordArt ♣ Using Drawing Tools ♣ Creating Shapes ♣ Changing Page Orientation ♣ Justifying text ♣ Line spacing ♣ Numbered list ♣ Using find and replace feature ♣ Formatting and editing a table ♣ Spell checking ♣ Formatting borders ♣ Entering information in the header **Databases**: • Concept of a database • Define terms: fields, field names, records, tables and forms • Importance of accurate data (e.g. "garbage in, garbage out") • Launch database application: open and save • Database menus and icons to complete tasks • Sort records • Use a map to find and verify data • Design a form using the Form wizard • Enter data into the Database • Perform a series of Filters to locate records that match specific criteria. • Open an attachment with information • Adding records to a table • Perform a series of filters to locate records that match specific criteria • Design a form using the form wizard • Filter records • Create a new database table • Sort the items • Apply filters • Perform queries to eliminate items that are not needed • Explore websites to confirm data • Perform queries to eliminate items that are not needed • **Multi-Media:** ♣ the concept of "multimedia" ♣ launching a multimedia application ♣ opening and saving pages ♣ using menus and icons to complete tasks ♣ defining terms: slide, slideshow ♣ Creating background gradient color fills ♣ Formatting text boxes ♣ Inserting Images ♣ Formatting font styles, colors and sizes ♣ Copying and pasting Microsoft Publisher images into PowerPoint ♣ Inserting new slides ♣ Inserting WordArt into a slideshow ♣ Resizing and repositioning image files ♣ Adding shadows to objects ♣ Print Screen and Cropping Images ♣ Creating background textures ♣ Adding animation effects to objects ♣ Copying and pasting Excel charts into PowerPoint ♣ Resizing and repositioning Excel objects ♣ Adding outlines to objects ♣ Creating background patterns ♣ Adding animation effects to objects ♣ Inserting slide transitions ♣ Previewing the slide show ♣ Inserting WordArt into a slideshow ♣ Formatting WordArt with fill effects and lines ♣ Adding shadows to WordArt and Graphics ♣ Inserting video and graphics into a slideshow ♣ Resizing and repositioning objects ♣ Formatting the background ♣ Adding text to text boxes ♣ Using Sound Recorder to record audio ♣ Inserting audio into a slideshow ♣ Using fill effect

The same kind of outline of skillsets are available and differentiated for grades K-2, grades 6-8 and for adults

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

Annual timeline July 2022 thru June 2023
July thru Sept

Journey to Hawai'i's Past: Gecko, Rainbow & Volcano levels, Unit 1 & 2 and half of Unit 3 and 3 Adult units, one per month

Oct thru Dec

Journey to Hawai'i's Past: Gecko, Rainbow & Volcano levels 2nd half of Unit 3 and Units 4 & 5 and 3 Adult Units, one per month

Jan thru March

Blast Into Future Hawai'i; Gecko, Rainbow & Volcano levels, Unit 1 & 2 and half of Unit 3 and 3 Adult units, one per month

April thru June

Blast Into Future Hawai'i; Gecko, Rainbow & Volcano levels 2nd half of Unit 3 and Units 4 & 5 and 3 Adult Units, one per month

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

Gigi Davidson our Executive Director will be responsible for monitoring this project. She will help with the editing for quality control as we always strive for top quality. We lost a couple of writers during COVID and we will work diligently to replace them to accomplish this task. We will hold weekly zoom meetings and will field test the 1st year Explore Hawai'i in the 2022/23 school year. This will help us modify the years we will be developing. Gigi will hold weekly Zoom team development meetings to help the developers and keep them on task. Initially, there is a learning curve for the development software and Kourtney will help with this also.

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 measures of effectiveness will be completion of the individual curricular units which in effect are our intellectual property. We already have the experience, the pre and post-assessments and the data tracking in place once we are able to implement in any setting. Upon your request, we would be happy to provide detailed information on this process.

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
76,775.25	76,775.25	76,775.25	76,775.25	307,101

3.   The applicant shall provide a listing of all other sources of funding that they are seeking for fiscal year 2023. We are seeking the following grants: Atlas Insurance Foundation ($5,000), Cornuelle Foundation ($5,000), Etrata Foundation ($5,000), Friends of Hawai'i Charities ($5,000), Shipman Foundation $5,000), The Weinberg Foundation (not yet specified). Additionally, in the coming months we plan to seek grants from First Hawai'ian Bank, the Atherton Family Foundation, and the McInerny Foundation.

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. NA

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. NA the most recent City & County GIA was in 2017/18

6.   The applicant shall provide the balance of its unrestricted current assets as of December 31, 2021. Balance is $125,530

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.

Our Savior Lutheran School
Principal Clarence DeLude
98-1098 Moana Loa Road
Aiea, Hawaii 96701
808 488-000
office@osls-hawaii.irg

Department of Vocational Rehabilitation
Janet Furukawa
808 586-4936
jfurukawa@dhs.hawaii.gov

Malama Honua Public Charter School
41-054 'Ehukai St
Waimānalo, HI 96795
(808) 259-5522
despania@malamahonuapcs.org

Maryknoll School
Dan Nagami
1526 Alexander Street
Honolulu, HI 96822
808 952-7342
dan.nagami@maryknollschool.org

The applicant has been successfully providing technology applications training in Hawai'i for almost 22 years, since July 2000. Ohana Komputer has taught thousands of students in many of Hawai'i's public and private schools as well as partneredred with many other nonprofit organizations and community groups. We receive referrals from; American Job Center, State of Hawai'i Department of Vocational Rehabilitation, Management Consultants Inc. and Corvet Corporation Hawai'i to provide computer skills for those that need extra help or have been displaced due to a work accident and need to be retrained to enter the workforce and have no computer skills.

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. Ohana Komputer has a small home office and most of our implementation is now through Zoom online. We are just returning to in-person classes at Our Savior Lutheran School in Aiea. Most of our teaching is done off site at clients' locations using their equipment.

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.

Gigi Davidson, founder and Executive Director of Ohana Komputer, has provided leadership for Ohana Komputer's staff and board for many years. She has a Masters' Degree in International Business and a very strong financial background. She also has extensive nonprofit experience and the capacity to hire and train staff with the appropriate policies and procedures in place. She works on a highly collaborative basis with schools, community and civic organizations, and businesses.

Alitoya Huxel has been with Ohana Komputer has worked since 2014, working in various capacities. She has been a classroom teacher, a teacher trainer and spearheaded all of our curriculum development and upgrading in addition to developing our online assessment system and data tracking. Alitoya earned her B.S. degree from the University of Hawai'i at Manoa. She has taught computer classes at Kaimuki High School.

Jane Ferriera is our part time contracted grant writer who has also been with us since inception. Jane earned her M.B.A. from Illinois Institute of Technology and has worked with many nonprofits in Hawai'i and Micronesia.

Kourtney Kanaka 'Ōiwi has served as a consultant for Ohana Komputer for almost two years, developing our online curriculum. She is a graduate student in the Social Sciences and Comparative Education program at UCLA's School of Education researching Native Hawai'ian culture-based education. Kourtney earned her B.A. from Dartmouth College magna cum laude. She is a licensed Hawai'i secondary English teacher.

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.

Ohana Komputer is governed by the following board of directors:

Cynthia Sunahara, President Ms. Sunahara retired as the principal of Linapuni Elementary School. Prior to this she served as the School Renewal Specialist for the Kaiser Complex School's.   From 1999-2004, she served as Principal of Pu`uhale Elementary School. She began her teaching career at Farrington High School as a Title I Reading teacher. She served as Vice-Principal at Farrington High School for seven years and at Kaimiloa Elementary School for two years. She is a member of the

Collaborative Action for Public Education, a Principals' Leadership Academy and the Kalihi Business Association.

Joeseph Passantino, Secretary   Joe is the principal at Central Middle School and previously was the principal at Ali'iolani Elementary School and was previously the Vice Principal at Kaewai Elementary School for the past 4 years. Before Kaewai Joe was the Vice Principal at Kalakaua Middle School for 4 years and previously that he taught special education at the middle and high school levels both in Hawai'i and in Las Vegas. He believes in positive relationships between students, parents, teachers, and the community to always move a school forward. His belief to always work with others ties into his coaching philosophy of nothing great is accomplished alone.

Daniel Larkin   Dan is the Principal of Kalihi Waena Elementary School and was previously Vice-Principal there for four years. Before Kalihi Waena, Dan was a social studies and leadership teacher at Kalakaua Middle School for 7 years. Dan is also a retired US Navy Sailor with 22 years in active duty and reserves. He believes that as a service leader it is his responsibility to build our students into strong leaders who base their future around relationships, empathy, and supporting others. He deeply believes that all learning occurs when students are engaged in the lesson, safe in their environment, and are loved by their teachers.

Shingai Masiya   Shingai is originally from Harare, Zimbabwe and moved to the United States when he was 13 years old. He attended Hawai'i Pacific University where is studied Political Science. He currently works as the Government Director for the Laborers International Union of North America Local 368, and is the Co-founder of Aloha Dream Team, which is an Immigration Rights organization here in Hawai'i.

Catherine Payne   Catherine is the Chair of the Hawai'i Board of Education. Catherine Payne has been a teacher, vice-principal and principal during her 36-year tenure with Hawai'i's public schools. She is the first board chair in at least a decade who is an educator. She won two prestigious national awards for her work in local schools. She was the former chairwoman of the State Public Charter School Commission and educational consultant for Ke Alaka'i Mau LLC.

Wendy Taylor   Wendy is a Register Pharmacist. She has a Bachelor of Science degree from Drake University. She has practiced pharmacy since that time and has been a resident of Hawai'i since 2010. Wendy specializes in Community Pharmacy. She is currently the Pharmacy Manager at Walmart Pharmacy, Downtown Honolulu and has been employed with the company for over 18 years. Wendy is also certified to immunize patients. Wendy is active in her community where she has served on the board of the Women's Campus Club and Intelligent One. She is currently a member of the Hawai'i Pharmacist Association, Illinois Pharmacist Association, National Pharmacist Association, Hawai'i Public Health Association, The Junior League of Honolulu, The Links, Incorporated and The Elks Club. She has volunteered with The American Heart Association, Voyager Charter School, University Laboratory School, One Love Ministries, Girls on the Run, amongst other organizations.

Our Executive Director and founder is Gigi Davidson and she has been leading this organization successfully since 2000. She is very hands-on and the current staff (minimal due to COVID all reports to her. She is responsible for marketing, fundraising, daily operations, and monitoring all the financial aspects. See her bio above for more information on her qualifications, work and educational background.

Alitoya Huxel the teacher trainer, teacher and curriculum developer reports to the Executive Director.

The teachers and curricula writers are now on zoom and report to the Executive Director and the Teacher Trainer

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, <u>not employee name.</u>

No board members are paid. Our Executive Director earns a salary of $67,000 annually and our Head Teacher Trainer, Curriculum Developer works three days a week at an annual salary of $60,000. The teachers are paid on an hourly basis and are all part time.

Our contracted people earn between $15-$30 per hour depending on experience

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. NA

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. NA

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.

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.

Ohana Komputer sees this grant as an opportunity to develop our intellectual property and subsequent to completion we will be able to market and provide our services to all in our community including public and private schools and other community members.

Gross revenues last year amounted to $204,397 and 55% is derived from paid classes, 21% was derived from grants and fundraising and 24% was from Payroll Protection Program monies. We anticipate we will have both an increase in paid classes and grant funding in the forthcoming year.

We are accustomed to the nonprofit realm and have managed successfully for 22 years and know that we will persevere and the online migration will greatly enhance our services in the future.

BUDGET REQUEST BY SOURCE OF FUNDS

Period: July 1, 2022 to June 30, 2023

App   Ohana Komputer

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	69,300	0	0	
2. Payroll Taxes & Assessments	5,301	0	0	
3. Fringe Benefits	0	0	0	
TOTAL PERSONNEL COST	**74,601**	**0**	**0**	
B. OTHER CURRENT EXPENSES				
1. Airfare, Inter-Island				
2. Insurance				
3. Lease/Rental of Equipment				
4. Lease/Rental of Space				
5. Staff Training				
6. Supplies				
7. Telecommunication				
8. Utilities				
9 Professional Services contracted 5people	232,500			50,000
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				
TOTAL OTHER CURRENT EXPENSES	**232,500**			**50,000**
C. EQUIPMENT PURCHASES				
D. MOTOR VEHICLE PURCHASES				
E. CAPITAL				
TOTAL (A+B+C+D+E)	**307,101**	**0**	**0**	**50,000**

SOURCES OF FUNDING		Budget Prepared By:
(a) Total State Funds Requested	307,101	Gigi Davidson 808 523-8191
(b) Total Federal Funds Requested	0	Name (Please type or print) Phone
(c) Total County Funds Requested	0	1/20/2022
(d) Total Private/Other Funds Requested	50,000	Signature of Authorized Official Date
TOTAL BUDGET	**357,101**	Gigi Davidson, Executive Director Name and Title (Please type or print)

BUDGET JUSTIFICATION - PERSONNEL SALARIES AND WAGES

Period: July 1, 2022 to June 30, 2023

Applicant: Ohana Komputer

POSITION TITLE	FULL TIME EQUIVALENT	ANNUAL SALARY A	% OF TIME ALLOCATED TO GRANT REQUEST B	TOTAL STATE FUNDS REQUESTED (A x B)
Gigi Davidson	0.5	$67,000.00	50.00%	$ 33,500.00
Alitoya Huxel	0.6	$60,000.00	60.00%	$ 36,000.00
				$ -
				$ -
				$ -
				$ -
				$ -
				$ -
				$ -
				$ -
				$ -
				$ -
				$ -
				$ -
TOTAL:				69,500.00

JUSTIFICATION/COMMENTS:

BUDGET JUSTIFICATION - EQUIPMENT AND MOTOR VEHICLES

Period: July 1, 2022 to June 30, 2023

Applicant: Ohana Komputer

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

JUSTIFICATION/COMMENTS:

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

JUSTIFICATION/COMMENTS:

Application for Grants

BUDGET JUSTIFICATION - CAPITAL PROJECT DETAILS

Period: July 1, 2022 to June 30, 2023

Applicant: Ohana Komputer

NA	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:						

GOVERNMENT CONTRACTS, GRANTS, AND / OR GRANTS IN AID

Applicant: Ohana Komputer   Contracts Total: -

	CONTRACT DESCRIPTION	EFFECTIVE DATES	AGENCY	GOVERNMENT ENTITY (U.S./State/Hawaii/ Honolulu/ Kauai/ Maui County)	CONTRACT VALUE
1	NA				
2					
3					
4					
5					
6					
7					
8					
9					
10					
11					
12					
13					
14					
15					
16					
17					
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27					
28					
29					
30					

Application for Grants