

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 a:

Big Brothers Big Sisters Hawaii, Inc.

Amount of State Funds Requested: \$ 225,000

Brief Description of Request (Please attach word document to back of page if extra space is needed):
Big Brothers Big Sisters Hawai'i will identify 150 vulnerable children facing adversity and connect them with 150 mentors. Mentors will help the youth create goals, be exposed to new opportunities, and succeed in their goals. We'll provide specific resources tailored to developmental ages, and individualized outcome plans that youth create with their mentors. 90% of children will improve in at least one measured outcome area.

Amount of Other Funds Available:

State: \$ 225,000
Federal: \$ 1,205,000
County: \$ 357,000
Private/Other: \$ 437,000

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

\$ 2,000,000
Unrestricted Assets:
\$ 2,749,947.58

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:

2119 N. King Street, Ste 202,
City: Honolulu State: HI Zip: 96819

Contact Person for Matters Involving this Application

Name: Dennis Brown	Title: President / CEO
Email: dbrown@bbbshawaii.org	Phone: 808.265.4218

Federal Tax ID#:

State Tax ID#

Dennis E.
Brown

Digitally signed by Dennis E. Brown
DN: cn=Dennis E. Brown, o=Big Brothers
Big Sisters Hawaii, Inc, ou,
email=dbrown@bbbshawaii.org, c=US
Date: 2023.01.20 07:58:11 -10'00'

Authorized Signature

Dennis Brown, President / CEO

Name and Title

1/19/2023

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.

- 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


AUTHORIZED SIGNATURE

Dennis Brown, President/CEO
PRINT NAME AND TITLE

01-11-2023
DATE

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, 2022.

Please see attached.

2. Declaration Statement

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

Please see attached.

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](#).

Please see attached.

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 Hawai'i serves at-risk youth, their families, and volunteer mentors with one-to-one mentoring programs on O'ahu, Maui, and Kaua'i. Our mission is to build and support one-to-one relationships to ignite the biggest possible futures for Hawaii's children.

Since 1963, Big Brothers Big Sisters Hawai'i 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 Hawai'i's children and families.

2. The goals and objectives related to the request;

There are thousands of youth in Hawai'i who are vulnerable due to a variety of socio-economic, environmental, and genetic risk factors. These children are at a higher risk for becoming involved with negative behaviors such as incarceration, teen pregnancy, substance abuse, gang activity, and homelessness. These risks only become more serious with age. However, mentoring is an effective preventive strategy to help our vulnerable young people succeed and our local community thrive.

We respectfully request funding from the State of Hawai'i 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 providing tailored resources specific to meeting each individual's goals. After one year of participation, 90% of children will show improvement in at least one measured outcome area.

We will identify youth based on a variety of risk factors, including their living situation and household income. We will then connect each child with a mentor to be screened, trained, and supported by our staff. Our team will provide ongoing support and check-ins with the young person, their parent/guardian, and their mentor.

3. The public purpose and need to be served;

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.

This is where our program comes in. The goal at Big Brothers Big Sisters Hawai'i is to address the many factors that challenge overall child well-being and to help youth develop resiliency to carry throughout their lives. Our mission focuses on helping children at-risk achieve greater positive outcomes and dreams for the future. Our one-to-one mentoring programs help at-risk youth overcome various

types of challenges by placing positive role models in their lives during a critical time of development and professionally supporting each relationship to guarantee positive outcomes.

By matching at-risk youth with positive role models, we help children avoid risky behavior such as abusing drugs and alcohol, joining a gang, or becoming pregnant; achieve educational success by encouraging and motivating kids to stay in school and graduate from college; and develop higher aspirations and hope for their futures by exposing children to a variety of new experiences and opportunities. Our programs improve resiliency and mental health at a time when they are at an all-time low nationwide.

This has a positive impact on the community at-large as the children in our mentoring programs have higher rates of staying in school, graduating, and pursuing higher education; treating their schoolmates and family members in a more caring way; and becoming more confident and productive members of the community.

Big Brothers Big Sisters Hawai'i counteracts the negative influences that at-risk youth face and help children see a brighter future for themselves than they would have otherwise imagined. Our programs help prevent the need for direct intervention services or incarceration later in a child's life, and contribute to better schools, stronger communities, and a brighter future for all of Hawaii. Never has our program – which is built on relationships and social connection – been more important. Mentoring unites us. It is a key response to a multitude of issues facing our children.

4. Describe the target population to be served; and

We assess each child and their family circumstance in order to provide individualized support to best fit their needs. Our youth and families have different family structures, socioeconomic levels, ethnic backgrounds and live in communities on O'ahu, Maui and Kaua'i. Priority is given to youth who have a single / deployed / foster / incarcerated parent. At-risk indicators include children who are facing poverty or homelessness, have a history of abuse and/or neglect, have involvement with the juvenile justice system, children who are bullied, have attempted suicide or display self-harming behaviors, or have experience or are at risk of being sex trafficked. Our program reaches Hawaii's disadvantaged communities and serves the most in-need youth and families.

5. Describe the geographic coverage.

Big Brothers Big Sisters provides mentoring programs on O'ahu, Maui and Kaua'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;

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. They will also identify, recruit, enroll, screen and train appropriate volunteer mentors. Once youth and volunteers are accepted into the program, 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 2023: 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 2023 – June 2024: 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 ensure the youth outcome plan is being met and track adherence to evidence-based practices.
- July 2023 – June 2024: 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 2023 – Sep 2024: 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 bi-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 spot checks are 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 Program Director and 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.

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.

Big Brothers Big Sisters Hawai'i 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 2024.

Quarter 1	Quarter 2	Quarter 3	Quarter 4	Total Grant
\$56,250	\$56,250	\$56,250	\$56,250	\$225,000

3. The applicant shall provide a listing of all other sources of funding that they are seeking for fiscal year 2024.

OJJDP 11
OJJDP 12
County of Maui
M+ Youth Collaboratory OJJDP
State of Hawaii GIA
TANF

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 2024 for program funding.

- City and County of Honolulu GIA: October 1, 2021 – September 30, 2022 (\$72,092)
- County of Maui: July 1, 2020 – June 30, 2021 (\$146,797)
- County of Maui: July 1, 2021 – June 30, 2022 (\$146,797)
- County of Maui: July 1, 2022 – June 30, 2023 (\$195,000)
- 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 – February 28, 2023 (\$95,000)
- OJJDP JJ12: February 1, 2023 – January 31, 2024 (\$130,000)
- State of Hawaii: Contract Pending (\$193,143)
- 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)
- TANF: January 1, 2023 – December 31, 2024 (\$400,000.00)

6. The applicant shall provide the balance of its unrestricted current assets as of December 31, 2022.

\$2,749,947.58

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 Hawai'i has supported vulnerable youth since 1963. 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, State, and County Grants in Aid and met performance requirements every year. We're currently funded for the State of Hawaii Grant-in-Aid for FY22 and are still awaiting our contract to begin services.

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.

Big Brothers Big Sisters Hawai'i 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 offered meetings with volunteers, youth, parents, and community partners virtually and out in the community in public locations. We are now offering clients the option of virtual or in-person interviews.

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.

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 10 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 25 employees.

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.

Program Director Jennifer Holmberg oversees programs, procedures, and statewide protocols on 'Oahu, Maui, and Kaua'i. Jennifer started at Big Brothers Big Sisters Hawai'i (BBBSH) in March 2022. She has a BA in Psychology from the University of Phoenix and a MS in Psychology with a specialization in Applied Behavior Analysis from Capella University. She is also currently completing a MA in Marriage and Family Therapy through Northcentral University.

Regional Directors on Maui and Kaua'i are responsible for all aspects of programs on their islands. Detailed resumes are available on request.

Big Brothers Big Sisters Hawai'i currently employs 10 Case Managers, who 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 providing 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 = \$55,000 - \$80,600

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

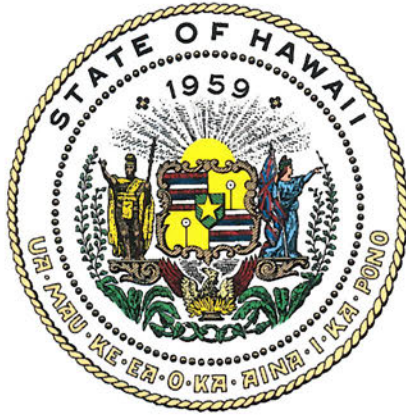
The applicant shall provide a plan for sustaining after fiscal year 2023-24 the activity funded by the grant if the grant of this application is:

- (a) Received by the applicant for fiscal year 2023-24, but
- (b) Not received by the applicant thereafter.

Big Brothers Big Sisters Hawai'i is responsible for raising all money required to support our organization and 100% of funds we raise stay in Hawai'i to support local youth, families and volunteer 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%). In Fall 2022, we re-instated a few small in-person fundraisers and hope to grow those somewhat in 2023 though probably not to the level of pre-pandemic years. 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.

If funding is received for the fiscal year 2024 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.



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 19, 2023

Director of Commerce and Consumer Affairs





TOGETHER, WE ARE DEFENDERS OF POTENTIAL

Big Brothers Big Sisters Hawaii ♦ 2119 N King St, Suite 202 ♦ Honolulu, Hawaii 96819 ♦ bbbshawaii.org

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Dennis Brown
President/CEO

January 11, 2023

Re: Public Purpose

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

To Whom It May Concern:

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

Sincerely,

Dennis Brown
President/CEO

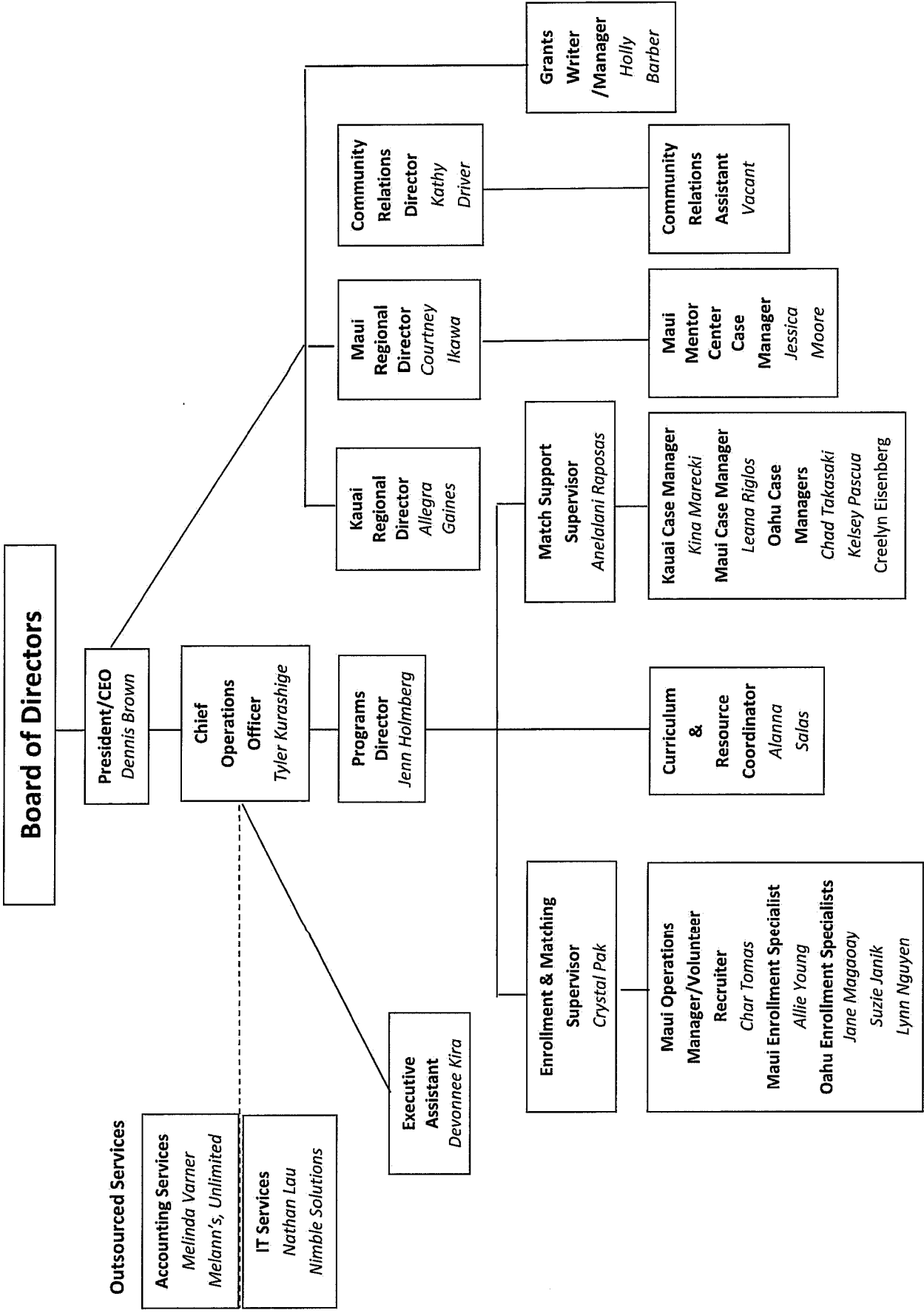


Big Brothers Big Sisters
of Honolulu

Big Brothers Big Sisters
of Kaua'i

Big Brothers Big Sisters
of Maui

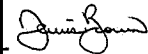
Big Brothers Big Sisters Hawai'i Organization Chart



BUDGET REQUEST BY SOURCE OF FUNDS

Period: July 1, 2023 to June 30, 2024

Applicant: Big Brothers Big Sisters Hawai'i

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	153,735	783,500	258,555	94,020
2. Payroll Taxes & Assessments	11,760	76,500	25,245	9,180
3. Fringe Benefits	22,505	140,000	46,200	16,800
TOTAL PERSONNEL COST	188,000	1,000,000	330,000	240,000
B. OTHER CURRENT EXPENSES				
1. Airfare, Inter-Island				
2. Insurance	2,000	2,500		10,000
3. Lease/Rental of Equipment				
4. Lease/Rental of Space	5,000	3,000		18,000
5. Staff Training		10,000		
6. Supplies	5,000			2,000
7. Telecommunication		4,000		11,000
8. Utilities		1,500	10,000	17,000
9. Program Activities		150,000	10,000	
10. Advertising/Marketing		5,000	5,000	15,000
11. Dues & Subscriptions	5,000	4,000		25,000
12. Contractual Services	20,000	5,000		100,000
13. Background Checks		2,000		
14. Mileage		18,000	2,000	
15				
16				
17				
18				
19				
20				
TOTAL OTHER CURRENT EXPENSES	37,000	205,000	27,000	198,000
C. EQUIPMENT PURCHASES				
D. MOTOR VEHICLE PURCHASES				
E. CAPITAL				
TOTAL (A+B+C+D+E)	225,000	1,205,000	357,000	438,000
SOURCES OF FUNDING		Budget Prepared By:		
(a) Total State Funds Requested	225,000	Tyler Kurashige 808-265-1305		
(b) Total Federal Funds Requested	1,205,000	Name (Please type or print) Phone		
(c) Total County Funds Requested	357,000			
(d) Total Private/Other Funds Requested	437,000	Signature of Authorized Official Date		
TOTAL BUDGET	2,224,000	Dennis Brown, President/CEO Name and Title (Please type or print)		

BUDGET JUSTIFICATION - PERSONNEL SALARIES AND WAGES

Period: July 1, 2023 to June 30, 2024

Applicant: Big Brothers Big Sisters Hawai'i

POSITION TITLE	FULL TIME EQUIVALENT	ANNUAL SALARY A	% OF TIME ALLOCATED TO GRANT REQUEST B	TOTAL STATE FUNDS REQUESTED (A x B)
MS Specialist #1	1	\$ 46,910.00	20%	\$ 9,382.00
MS Specialist #2	1	\$ 41,350.00	20%	\$ 8,270.00
MS Specialist #3	1	\$ 41,350.00	20%	\$ 8,270.00
Kauai Case Manager	1	\$ 41,350.00	20%	\$ 8,270.00
MS Supervisor	1	\$ 50,000.00	20%	\$ 10,000.00
E&M Specialist #1	1	\$ 41,340.00	20%	\$ 8,268.00
E&M Specialist #2	1	\$ 41,340.00	20%	\$ 8,268.00
E&M Specialist #3	1	\$ 40,140.00	20%	\$ 8,028.00
EM Supervisor	1	\$ 58,100.00	20%	\$ 11,620.00
Curriculum & Resource Coordinator	1	\$ 45,500.00	20%	\$ 9,100.00
Program Director	1	\$ 67,000.00	15%	\$ 10,050.00
Maui Regional Director	1	\$ 61,870.00	15%	\$ 9,280.50
Kauai Regional Director	1	\$ 52,840.00	15%	\$ 7,926.00
President/CEO	1	\$ 110,064.00	10%	\$ 11,006.40
Chief Operations Officer	1	\$ 83,436.00	10%	\$ 8,343.60
Community Relations Director	1	\$ 65,000.00	10%	\$ 6,500.00
Community Relations Assistant	1	\$ 45,000.00	10%	\$ 4,500.00
Grants Manager	0.75	\$ 41,532.00	10%	\$ 4,153.20
Executive Assistant	1	\$ 50,000.00	5%	\$ 2,500.00
TOTAL:				153,735.70

JUSTIFICATION/COMMENTS: This project requires the collaboration of staff members to ensure success. Staffing includes management oversight, outreach and engagement, enrollment and matching, data entry and tracking, case management support, and financial management and tracking.

GOVERNMENT CONTRACTS, GRANTS, AND / OR GRANTS IN AID

Applicant: Big Brothers Big Sisters Hawaii

Contracts Total:

1,173,143

	CONTRACT DESCRIPTION	EFFECTIVE DATES	AGENCY	GOVERNMENT ENTITY (U.S./State/Hawaii/ Honolulu/ Kauai/ Maui County)	CONTRACT VALUE
1	BBBS / OJJDP 11	2/1/22-2/28/23	OJJDP	U.S.	95,000
2	BBBS / OJJDP 12	1/1/23 - 12/31/23	OJJDP	U.S.	130,000
3	County of Maui	7/1/22 - 6/30/23	County of Maui	Maui	195,000
4	County of Maui CDBG	7/1/22 - 6/30/23	County of Maui	Maui	48,000
5	M+ Youth Collaboratory OJJDP	4/1/21-7/31/23	OJJDP	U.S.	112,000
6	State of Hawaii GIA	Contract Pending	State of Hawaii	State	193,143
7	TANF	1/1/23 - 12/31/23	State of Hawaii	State	400,000
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