

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 Hawai'i

Amount of State Funds Requested: \$ 100,000

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: \$ 87,500
Federal: \$ 740,702
County: \$ 188,617
Private/Other: \$ 956,057

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

\$ 350,000

Unrestricted Assets:

\$ 2,866,860

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:

771 Amana Street, Ste 301

City: Honolulu State: HI Zip: 96814

Contact Person for Matters Involving this Application

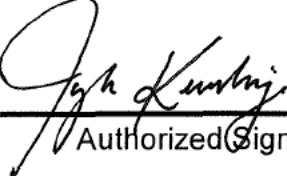
Name: Tyler Kurashige	Title: President / CEO
Email: tkurashige@bbbshawaii.org	Phone: 808.265.1305

Federal Tax ID#:

[REDACTED]

State Tax ID#

[REDACTED]


Authorized Signature

Tyler Kurashige, President / CEO
Name and Title

1/18/24
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) Hawaii Compliance Express Certificate (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

Tyler Kurashige, President/CEO

PRINT NAME AND TITLE

1/18/24

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. Hawaii Compliance Express Certificate (If the Applicant is an Organization)

If the applicant is an organization, the applicant shall submit one (1) copy of a Hawaii Compliance Express Certificate from the Comptroller of the Department of Accounting and General Services that is dated no earlier than December 1, 2023.

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 needy youth ages 6-18, their families, and volunteer mentors of all ages 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. Our vision is that all youth reach their fullest potential.

Since 1963, Big Brothers Big Sisters Hawai'i has provided mentoring services to vulnerable youth. We primarily support single-parents and youth growing up in

poverty. Our programs are evidence-based, modeled after Big Brothers Big Sisters of America's nationwide programs. All funding is raised locally and supports Hawaii's children and families.

Each year we provide approximately 500 young people who are facing adversity with a stable adult role model, providing an environment that enables them to overcome challenges or turn a significant corner in their lives. Youth and mentors meet roughly once a week for a few hours of time, either out in the community or at school sites, and participate in a variety of activities. Our case managers support each pair by providing ideas for free and low-cost activities, as well as oversight and support to ensure that each relationship is safe and meaningful. Our staff also acts as liaisons with schools, partners, volunteers, and others in the community to bridge communication and provide updates to all involved individuals.

We measure the impact of our programs annually and are proud to report that youth enrolled in our preventative mentoring programs are improving their scholastic achievement, gaining greater confidence, building better relationships, avoiding risky behaviors, achieving educational and social success, and developing higher aspirations for the future.

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 a proven 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;

2023 was a difficult year for our country and Hawai'i. We were witness to the tragedies of warfare and natural disasters across the globe, increased dissention in our political system, the horror of school shootings, continued fallout from the pandemic, the ever pressing dilemmas of climate change, poverty, homelessness, and mental health and the growing division between individuals about everything from skin color to gender identification. At home, we stood with our brothers and sisters on Maui as they fought and now try to recover from the horrific wildfires. It has been a tough year for all, but most especially for our youth, and even more particularly for youth of color, living in poverty, or lacking support at home. These are the youth we aim to serve.

In an increasingly fractured world, where people often engage from behind phone and computer screens, our mentoring program's emphasis is on one-to-one, face-to-face, quality interactions. We believe, as research has proven, that it is this sort of one-on-one time that has the ability to build bridges between individuals of different races, cultures, socio-economic status, and more. For a youth facing various types of adversity such as poverty, not knowing anyone who has attended college, or lacking a role model, this in-person consistent support from a caring adult has the potential change their life forever. What may seem like insignificant interactions, such as getting ice cream or going to the park, can turn into life-changing moments. Mentors not only teach the "hard skills", such as completing a college application, but they also provide inspiration for the softer skills, like having confidence and aspiration for the future. Having just one adult in your corner is something that many of us assume or take for granted, but for many of the youth we serve, they are facing the challenges of 2023 alone.

Potential may be evenly distributed but opportunities are not, and mentors help to level the playing field for youth who were born at a disadvantage at no fault of their own. This has a ripple effect on the larger community, as youth who are headed toward intervention services develop the skills, attitudes, and behaviors to reach their fullest potential and become contributing members of society. Because of our programs, more youth graduate from high school and pursue trade school, community college, or going to a university. They have better relationships with classmates, family, and friends. They avoid risky behaviors such a drugs, alcohol, and gang activity. And they are more likely to hold leadership positions, volunteer, and have healthy relationships throughout their lives.

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 Kua'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 2024: 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 2024 – June 2025: 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 2024 – June 2025: 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 2024 – Sep 2025: 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 2025.

Quarter 1	Quarter 2	Quarter 3	Quarter 4	Total Grant
\$25K	\$25K	\$25K	\$25K	\$100K

3. The applicant shall provide a listing of all other sources of funding that they are seeking for fiscal year 2025.

Aloha United Way
 City & County of Honolulu
 County of Maui
 Hawaii Community Foundation
 Kauai United Way
 Maui United Way
 OJJDP
 State of Hawaii
 TANF
 US Dept of Education

4. 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 2025 for program funding.

- City and County of Honolulu GIA: October 1, 2021 – September 30, 2022 (\$72,092)
- County of Maui: July 1, 2021 – June 30, 2022 (\$146,797)
- County of Maui: July 1, 2022 – June 30, 2023 (\$195,000)
- County of Maui: July 1, 2023 – June 30, 2024 (\$195,000)
- County of Maui: July 1, 2024 – June 30, 2025 (\$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)
- OJJDP JJ13: February 1, 2024 – December 31, 2024 (\$120,000)
- State of Hawaii 22/23 - May 1, 2023 - April 20, 2024 (\$150,000)
- State of Hawaii 23/24 - July 1, 2023 to June 30, 2024 (\$100,000)
- 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)
- TANF: January 1, 2024 – December 31, 2025 (\$400,000.00)
- US Dept. Of Education September 1, 2023 – September 1, 2025 (\$800,000)

5. The applicant shall provide the balance of its unrestricted current assets as of December 31, 2023.

\$2,866,860

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.

As Hawaii's most recognizable and successful youth mentoring agency, Big Brothers Big Sisters Hawai'i has been leading the way in serving youth at risk youth throughout the state since its founding in 1963. Our programs are prevention-oriented with a goal to empower the potential in children and youth so that they make positive choices.

We have all of the skills necessary to provide highly impactful one-to-one mentoring programs for hundreds of children and youth each year. First, as an independent affiliate of Big Brothers Big Sisters of America, the nation's largest volunteer-supported mentoring network, we benefit from a nationwide network of ongoing research and development in the field of youth mentoring.

Second, we have 121 years of service nationally and 61 years locally. We also continually update our well-tested service delivery model based on the latest quantitative and qualitative research and data to ensure that we address the current trends and needs of our service population.

Third, we invest in our staff, as they are the primary interface with the youth and mentors we serve. We provide ongoing training to our experienced case management staff to ensure our team understands and relates to generational and cultural changes that today's youth experience in our society. Our key to successfully preventing youth from making bad choices is to have a healthy and strong bond with a caring and responsible mentor – a mature friend beyond one's parent or guardian. The bond requires trust, and it's the role of our case management staff to train and coach our volunteer mentors ("Big Brothers" and "Big Sisters"), their mentees, and the mentees' family members to insure the best quality outcomes for the youths.

Fourth, ten years ago, we expanded to become a statewide organization with regional offices and staff on Kaua'i, Maui, and O'ahu. We confident and

knowledgeable in implementing our service delivery model statewide to include forming collaborative partnerships, hiring staff, recruiting volunteers, and raising awareness of our programs to serve more families.

Finally, our agency is led by a volunteer Board of Directors comprised of 25 prominent community members. The Board of Directors is responsible for setting policies, direction, and goals, developing resources, and monitoring the fiscal status and activities of the organization. Directors are professionals in the diverse fields of marketing, publishing, banking, law, operations, airline, and travel, representing a wide spectrum of professional expertise.

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 office locations at 771 Amana Street in Honolulu, and 200 Waimaluhia Lane in Wailuku. The O`ahu building is used to provide client services such as interviewing youth, families and volunteers. The Maui building is also used to provide client services. Both locations are compliant with the American with Disabilities Act and is within walking distance from public transit, and offer free parking to clients. Both offices have established emergency evacuation and safety procedures, as well as measures to address violence in the workplace.

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.

President/CEO 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, Chief Operations Officer in 2021, and President/CEO in 2024. 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. Supporting Tyler is a Program Director, Regional Directors on Maui and Kaua'i, an Accountant, a

Community Relations Director, a Grants Manager, an Office Manager, and a team of 10 Case Managers/Enrollment staff. Detailed resumes and job descriptions are available upon request. Tyler has nearly 20 years experience supervising, training and providing administrative direction relative to the request.

Our program team is comprised of a Program Director who oversees programs, procedures, and statewide protocols on O'ahu, Maui, and Kaua'i. This staff member is responsible for providing training and overseeing the day-to-day program services as well as our data management system used to track participant documentation and survey results. Our current Program Director is Anelalani Raposas. Anela has her Associates in Liberal Arts and has been working in the social services realm for the past 20 years. She has 10 years of supervisory experience to include supervising a staff of 21 statewide.

Case Managers are broken down into main teams: Enrollment & Matching and Match Support. Each team is led by a Coordinator. Both the Enrollment & Matching Coordinator and the Match Support Coordinator have been with BBBS for more than ten years and have extensive experience overseeing and directing the other case managers on their teams. Crystal Pak, the Enrollment & Matching Coordinator has Bachelor's of Science in Human Services with a Minor in Asian Studies and an Associates of Arts degree with a concentration in Education. She have over 11 years of experience working at BBBSH. Chad Takasaki, the Enrollment and Matching Coordinator, started with BBBSH in 2014 as a Match Support Specialist. In 2023, Chad was promoted to the Match Support Supervisor position. Previously, Chad has worked for Goodwill Hawaii as a Job Retention Coach. Chad holds a Master and Bachelor degree in Social Work from the University of Hawaii at Manoa.

Case Managers on the Enrollment team are responsible for recruiting, interviewing, screening, enrolling, and matching each youth with a suitable volunteer mentor. Case Managers on the Match Support team are responsible for providing ongoing coaching and support to each match. Case Managers typically oversee 60 matches; 60 youth and their parent/guardian, and 60 mentors. We structure our case load at this number so our Case Managers are able to provide specialized training, coaching and support. Detailed resumes and job descriptions for Case Managers are available upon request.

It is important to note that while volunteer mentors are not paid staff, they are an integral part of our service structure. Each youth in our program is matched to a screened and trained volunteer in a one-to-one relationship that ensures ongoing individual attention. Case Managers provide regular coaching throughout the length of the volunteers' service.

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 2024-25 the activity funded by the grant if the grant of this application is:

- (a) Received by the applicant for fiscal year 2024-25, 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 (20%).

If funding is received for the fiscal year 2024-2025 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.



STATE OF HAWAII
STATE PROCUREMENT OFFICE

CERTIFICATE OF VENDOR COMPLIANCE

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

Vendor Name: **BIG BROTHERS BIG SISTERS HAWAII, INC**

DBA/Trade Name: **Big Brothers Big Sisters**

Issue Date: **01/15/2024**

Status: **Compliant**

Hawaii Tax#:

New Hawaii Tax#:

FEIN/SSN#: XX-XXX9970

UI#: XXXXXX6978

DCCA FILE#: 10876

Status of Compliance for this Vendor on issue date:

Form	Department(s)	Status
A-6	Hawaii Department of Taxation	Compliant
8821	Internal Revenue Service	Compliant
COGS	Hawaii Department of Commerce & Consumer Affairs	Compliant
LIR27	Hawaii Department of Labor & Industrial Relations	Compliant

Status Legend:

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

**DECLARATION STATEMENT OF
APPLICANTS FOR GRANTS PURSUANT TO
CHAPTER 42F, HAWAII REVISED STATUTES**

The undersigned authorized representative of the applicant certifies the following:

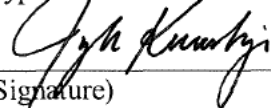
- 1) The applicant meets and will comply with all of the following standards for the award of grants pursuant to Section 42F-103, Hawaii Revised Statutes:
 - a) Is licensed or accredited, in accordance with federal, state, or county statutes, rules, or ordinances, to conduct the activities or provide 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; and
- 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.
- 4) The use of grant-in-aid funding complies with all provisions of the Constitution of the State of Hawaii (for example, pursuant to Article X, section 1, of the Constitution, the State cannot provide "... public funds ... for the support or benefit of any sectarian or nonsectarian private educational institution...").

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 Hawai'i

(Typed Name of Individual or Organization)



(Signature)

1/17/24
(Date)

Tyler Kurashige

(Typed Name)

President/CEO

(Title)

TOGETHER, WE ARE DEFENDERS OF POTENTIAL

Big Brothers Big Sisters Hawaii ♦ 771 Amana St, Ste 301 ♦ Honolulu, Hawaii 96814 ♦ bbbshawaii.org

BOARD OF DIRECTORS

Lance Ichimura
Board Chair

Jared Kashiwabara
Vice Chair

Steve Corbisier
Immediate Past Chair

David Nakashima
Secretary

Jason Yoshimi
Treasurer

Shara Aiu
Davin Aoyagi
Phillip Kai Binney
Jocelyn Chagami
Jessica Crouse
Jason Dang
Blaine Fujimoto
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Derek Kanehira
Joy Kimura
Maria Kinsler
Shane Mizusawa
Kaulana Mossman
Darryl Nakamoto
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Chris Sbarbaro
Rupa Wong

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

Dennis Brown
Emeritus CEO

Tyler Kurashige
President/CEO

January 17, 2024

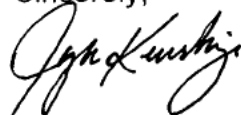
Re: Public Purpose

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:

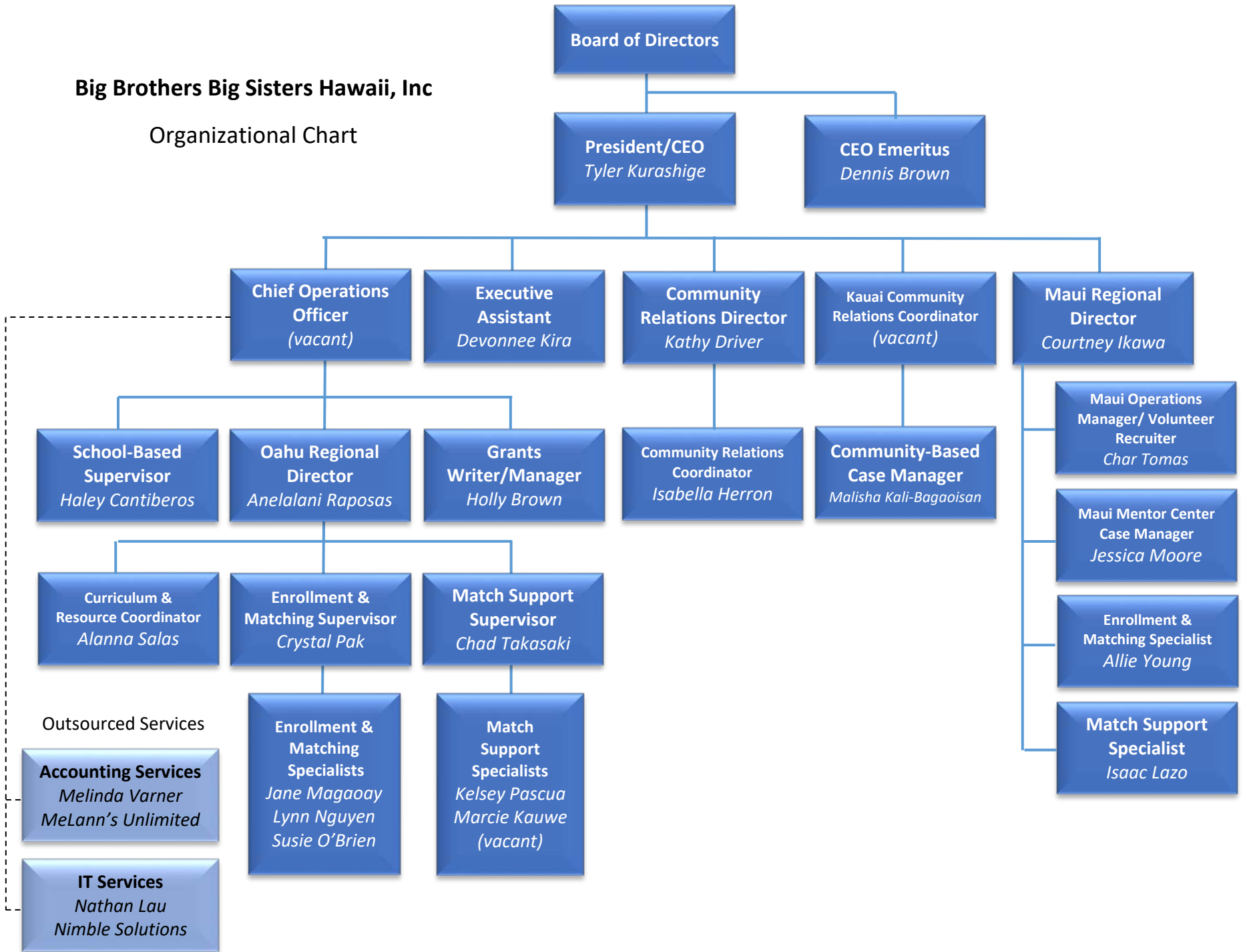
Big Brothers Big Sisters Hawaii confirms that this grant will be used for a public purpose pursuant to Section 42F-102, Hawaii Revised Statutes.

Sincerely,



Tyler Kurashige
President/CEO

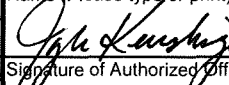
Big Brothers Big Sisters Hawaii, Inc
Organizational Chart



BUDGET REQUEST BY SOURCE OF FUNDS

Period: July 1, 2024 to June 30, 2025

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	76,500	585,970	149,215	756,002
2. Payroll Taxes & Assessments	5,852	44,827	11,415	47,492
3. Fringe Benefits	7,650	58,597	14,922	89,666
TOTAL PERSONNEL COST	90,002	689,394	175,552	893,160
B. OTHER CURRENT EXPENSES				
1. Airfare, Inter-Island				
2. Insurance				
3. Lease/Rental of Equipment				
4. Lease/Rental of Space	5,304	28,208	7,183	34,773
5. Staff Training				
6. Supplies				
7. Telecommunication				
8. Utilities				
9 - Contractual Services	4,694	23,100	5,882	28,124
10				
11				
12				
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16				
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19				
20				
TOTAL OTHER CURRENT EXPENSES	9,998	51,308	13,065	62,897
C. EQUIPMENT PURCHASES				
D. MOTOR VEHICLE PURCHASES				
E. CAPITAL				
TOTAL (A+B+C+D+E)	100,000	740,702	188,617	956,057
SOURCES OF FUNDING		Budget Prepared By:		
(a) Total State Funds Requested	100,000	Melinda Varner	702-896-9522	
(b) Total Federal Funds Requested	740,702	Name (Please type or print) Phone		
(c) Total County Funds Requested	188,617		1/18/24	
(d) Total Private/Other Funds Requested	956,057	Signature of Authorized Official Date		
TOTAL BUDGET	1,985,376	Tyler Kurashige, CEO Name and Title (Please type or print)		

BUDGET JUSTIFICATION - PERSONNEL SALARIES AND WAGES

Period: July 1, 2024 to June 30, 2025

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 SUPERVISOR	1.0000	55,020.00	0.1800	\$ 9,903.60
MATCH SUPPORT SPECIALIST	1.0000	42,584.53	0.1500	\$ 6,387.68
MATCH SUPPORT SPECIALIST	1.0000	40,140.10	0.1500	\$ 6,021.02
ENROLLMENT & MATCHING SPECIALIST	1.0000	42,584.53	0.1500	\$ 6,387.68
ENROLLMENT & MATCHING SPECIALIST	1.0000	42,584.53	0.1500	\$ 6,387.68
ENROLLMENT & MATCHING SPECIALIST	1.0000	42,584.53	0.1500	\$ 6,387.68
KAUAI CASE MANAGER (FTE .50)	0.5000	20,061.60	0.1500	\$ 3,009.24
EM SUPERVISOR	1.0000	59,834.76	0.1500	\$ 8,975.21
OAHU REGIONAL DIRECTOR	1.0000	66,991.20	0.1500	\$ 10,048.68
RESOURCE & CURRICULUM COORDINATOR	1.0000	46,849.34	0.0500	\$ 2,342.47
PRESIDENT/CEO	1.0000	103,430.00	0.0500	\$ 5,171.50
COMMUNITY RELATIONS DIRECTOR	1.0000	66,950.04	0.0500	\$ 3,347.50
.75 FTE GRANTS MANAGER	0.7500	42,775.49	0.0500	\$ 2,130.06
				\$ -
TOTAL:				76,500.00
JUSTIFICATION/COMMENTS:				

BUDGET JUSTIFICATION - EQUIPMENT AND MOTOR VEHICLES

Period: July 1, 2024 to June 30, 2025

Applicant: Big Brothers Big Sisters Hawai'i

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
			\$ -	
			\$ -	
			\$ -	
			\$ -	
			\$ -	
TOTAL:				
JUSTIFICATION/COMMENTS:				

BUDGET JUSTIFICATION - CAPITAL PROJECT DETAILS

Period: July 1, 2024 to June 30, 2025

Applicant: Big Brothers Big Sisters Hawai'i

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: 2022-2023	FY: 2023-2024	FY:2024-2025	FY:2024-2025	FY:2025-2026	FY:2026-2027
PLANS						
LAND ACQUISITION						
DESIGN						
CONSTRUCTION						
EQUIPMENT						
TOTAL:	N/A					
JUSTIFICATION/COMMENTS:						

GOVERNMENT CONTRACTS, GRANTS, AND / OR GRANTS IN AID

Applicant: Big Brothers Big Sisters Hawai'i

Contracts Total: 1,765,000

	CONTRACT DESCRIPTION	EFFECTIVE DATES	AGENCY	GOVERNMENT ENTITY (U.S./State/Hawaii/ Honolulu/ Kauai/ Maui County)	CONTRACT VALUE
1	BBBSA / OJJDP 13	February 1, 2024 – January 21, 2025	OJJDP	U.S.	120,000
2	County of Maui	July 1, 2023 – June 30, 2024	County of Maui	Maui	195,000
3	State of Hawaii GIA FY23	May 1, 2023 - April 20, 2024	State of Hawaii	State	150,000
4	TANF	January 1, 2024 – December 31, 2024	State of Hawaii	State	400,000
5	State of Hawaii GIA FY24	July 1, 2023 to June 30, 2024	State of Hawaii	State	100,000
6	US Dept. Of Education	September 1, 2023 – September 1, 2025	DOE	U.S.	800,000
7					
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20		10			Application for Grants

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